



ST. BRIGID CATHOLIC ELEMENTARY SCHOOL

50 Broom Street, Ayr, Ontario N0B 1E0
Telephone 519-632-5101 Fax 519-632-5131

Hello Parents/Guardians,

October 2017

As you know, student safety is our number one concern at St. Brigid School. As such, we have procedures in place to promote and ensure student safety (i.e. We have fire drills and lock down drills to prepare our students in the event of a real emergency). We also have school yard rules in place that students must follow to ensure safety of all. Our staff members are assigned supervision duties to ensure these rules are followed.

ARRIVAL AND DISMISSAL

According to the Ontario Safe Schools Policy, it is necessary to have safe practices during entry and dismissal times. I'd like to outline our safety practices which come directly from the Ontario Safe Schools Act which states that "All visitors to the school must come to the office, sign in, and wear a visitor's badge," (i.e. appointment, volunteer, attending an assembly/event, etc.).

During the morning arrival time, staff supervision begins at 8:20 a.m. Staff wearing brightly coloured orange vests are on the yard to welcome students. If you walk or drive your child(ren) to school, we ask that you bring them to the school yard boundary and then allow them to proceed to our supervised yard on their own.

We are asking parents and caregivers to drop off your child(ren) at the yellow gate to the blacktop. Please help us to keep our students/your children safe by making sure that the only adults on the school yard before, during and at school dismissal are school staff. This allows supervisors to be easily recognized by students who may require assistance and ensures that strangers do not have access to our students. Families that arrive after the 8:35 a.m. entry bell must bring their children to the school office for the student to be signed in. A staff member will make sure that the child reaches their classroom safely.

At the end of the day, students are dismissed through their assigned doors. We ask that parents wait along the sidewalk in front of the school and/or on the parking lot side of the yellow gate for your children to arrive there. In the case of Kindergarten students, the teachers will walk their students to this area and dismiss them once they have made visual contact with the parent/guardian who has the responsibility of pick up at the end of the day. The presence of extra adults in the building while 205 students are arriving or leaving makes our roles more difficult. Too many extra adults can create a visual barrier to a clear line of sight, and confusion to ensuring that children with different pick-up arrangements (busses, day care, parent pick-up) are all taken care of appropriately.

STUDENT SAFETY AND INCLEMENT WEATHER

During drop off and pick up times, parents and caregivers must remain outside of the school building so that we can dismiss our bus students, Kindergarten students and all others in an organized and safe manner through the appropriate exit doors. This includes during inclement weather days.

CELTIC PRIDE

Pride in What We Do and Say, In All Our Work and When We Play

VEHICLE TRAFFIC

Should you choose to drive your child(ren) to school, please follow the following procedures:

Traffic flow is one-way in our parking lot. As you enter, go straight ahead and then loop left at the end of the driveway around the middle cars. There are parking spaces in the middle of the parking lot if you are parking (i.e. volunteering at the school, attending an assembly/event, or have an appointment with a staff member). Only buses and authorized vehicles are to use the loop area. Please remind students to only walk in the Student Safe Zones and on the sidewalks. The school side of Broom Street has 'No Parking/Stopping' signage, and parking is not allowed on either side of Broom Street in front of the school and/or in the Fire Route in the school parking lot.

We all want the safest possible environment for our children. The above practices help to ensure the safe arrival and dismissal of students. We thank you for understanding how important the safety and security of our learning environment is for all members of our school community.

Below, is a summary of the points made in this letter.

General Student Safety:

- If you are visiting the school for an assembly/event, or picking up your child during school hours, you **MUST** sign in at the office
- All volunteers in the school will wear volunteer badges. For special events, special labels will be available.
- All staff, and supply staff will be wearing identification badges. On the school yard, the school staff wear a safety vest and are assigned to specific areas and/or students.
- The front of the school, bus area, blacktop, and yard are supervised by staff starting from 8:20 a.m. (on the asphalt) every school day.
- By only allowing staff members and students in the yard, our staff supervisors can ensure only authorized adults are on the yard for safety and monitoring. We can ensure that student behaviour is managed by our qualified staff members in a manner that is consistent with our school policy.
- Parents/caregivers are to remain outside for drop off and pick up of their children.

Parking Lot Safety:

- There is parking in our lot only in the designated parking spaces.
- There is no parking in our "Student Drop off and Pick Up" area and/or in the Fire Route of the parking lot.
- Speed must be reduced when pulling into and out of our lot.

These procedures are in place for the safety of all children. Thank you for your continued support as we work together to keep our students/your children, safe at school.

Sincerely,

Cathy Kuntz
Principal of St. Brigid School

CELTIC PRIDE
Pride in What We Do and Say, In All Our Work and When We Play