



**Somerdale Public School District**  
301 Grace Street  
Somerdale, New Jersey 08083  
(856) 783-6261 (856) 783-2607 FAX  
[www.Somerdale-park.org](http://www.Somerdale-park.org)



March 13, 2018

Dear Parents/Guardians:

The ongoing problem in our country with school shootings has made school safety and security an utmost concern for everyone. In reviewing our safety procedures and state of preparedness it is necessary to reduce the number of entrance and exit doors for our students to provide greater security. Since our school was not designed to handle only one entrance and exit point for all students we are going to put the following changes in place starting the week of **March 19, 2018**.

Students entering our building **in the morning** will come through the following doorways:

PreK – 2<sup>nd</sup> Grades: Double doors at the end of the C wing by the playground

3<sup>rd</sup> – 4<sup>th</sup> Grades: Double doors in the middle of D wing by the playground

5<sup>th</sup> – 8<sup>th</sup> Grades: Double doors by the marquee walkway on Grace Street

**After school** parents/guardians may pick up their students in Grades PreK – 4<sup>th</sup> at the following doorways:

PreK – 1<sup>st</sup> Grade: Double doors at the end of C wing

2<sup>nd</sup> Grade: Double doors where E wing and C wing meet

3<sup>rd</sup> – 4<sup>th</sup> Grade: Double doors in the middle of D wing by the playground

Students in grades 5<sup>th</sup> – 8<sup>th</sup> will exit the building at the end of the school day through the double doors by the marquee walkway.

Parents/Guardians picking up their children in grades PreK – 4<sup>th</sup> must stand outside the double doors and show a valid picture I.D. to the door security staff in order to have your child called from the classroom. After a few days when our door security staff become familiar with the Parents/Guardians picking up their children they will no longer ask to see your identification. Signs will be posted outside to indicate which doors students in PreK – 4<sup>th</sup> will be exiting for the first two weeks. We will implement a staggered dismissal procedure starting **March 19, 2018** to assist Parents/Guardians in picking up their children.

PreK – Kindergarten will be dismissed at 2:50 pm

1<sup>st</sup> – 4<sup>th</sup> Grades will be dismissed at 2:57 pm

5<sup>th</sup> – 8<sup>th</sup> Grades will be dismissed at 3:02 pm

Students who are not picked up at the designated exit doors by 3:10 pm will be escorted by our staff to the Main Office for Parents/Guardians to pick up. Please remember to be on time to pick up your children. Also, Parents/Guardians dropping off children after 8:20 am in the morning must escort them into the Main Office to sign their children into school late.

We know that this change in our enter and exit procedures for students will cause some inconvenience for Parents/Guardians at first but it is important that we make our children's safety and security a top priority. We ask for your cooperation and assistance with this change. Please fill out the **Student Release Form** on the back of this letter and return it to your child's Homeroom Teacher by **Thursday, March 15, 2018**. The letter and form is also available on our website homepage. Thank you and as always Go Cavs!

Sincerely,

Mr. Cleve W. Bryan  
Interim Superintendent/Principal