

Bass River Township Elementary School

11 North Maple Avenue, P.O. Box 304
New Gretna, New Jersey 08224
Phone (609) 296-4230
Fax (609) 296-4953



Mrs. Siobhan Grayson
Principal/Superintendent

January 25, 2019

Dear Parent/Guardian:

In an effort to maintain a safe environment for students, I'm writing to inform you on some issues we are experiencing in our parking lot. We appreciate your patience and understanding as our dismissal times have fluctuated this year due to schedule changes with shared transportation services. Although the busses may arrive between 2:40-2:45, classroom instruction concludes at 2:45. The busses should be loaded by 2:55 and ready to depart. Our school day concludes at 3:00pm with walker dismissal.

Since the beginning of the school year our dismissal bus arrival times have varied from day to day causing the bus departure times to fluctuate. Because of this, our walker dismissal time tends to vary as well. I realize the inconvenience this creates in the inconsistency of dismissal times. Additionally, once the busses load, they *will not* move forward until all students are securely sitting in their seats.

The pick up line can frequently become backed up. When walker students are dismissed before the bus is ready to depart, it causes unsafe conditions as some cars go around the bus to exit with their child and not allow the bus to leave first. Our staff will not release students to their vehicles until they are parallel to the sidewalk and can safely enter the passenger side doors.

In order to further ensure our students' safety, once both busses have departed, the pick up lane will be moved up as far forward as possible along the sidewalk to reduce the traffic on North Maple Ave.

As you pick up or drop off your students please follow these guidelines:

- Use available parking spaces if you need to come into the main office to pick up or to drop off something.
- At arrival, please assist your child as needed to *promptly* exit the vehicle using the passenger side door facing the the school with their belongings, and wait in line to exit. Do not go around the car in front of you.
- At dismissal, please pull up as far as possible and have your child enter the passenger side door facing the school and *promptly* exit in the line of traffic. Do not go around the car in front of you.
- Use a cautionary speed in the parking lot at all times.

Several Bass River Staff are visible before & after school monitoring the safety of our students. Please be respectful and courteous to them. They are following the safety procedures that have been established for our students.

Thank you for your anticipated cooperation and attention to these matters as we strive to provide the safest environment possible. Please do not hesitate to reach me with questions or concerns (609) 296-4230.

Sincerely,

Siobhan Grayson
Principal/Superintendent