



Mt. Lebanon High School

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November 1, 2018

Dear Parent/Guardian:

Now that school has been in session for two months, we have noticed a few safety issues related to student drop-off/pick-up traffic patterns that I need to bring to your attention. For the safety of everyone on the campus during drop-off/pick-up times, I ask for your cooperation related to the following:

- Please use designated student drop-off areas located at the following entrances: B-9, C-20, and AA-7 (see attached maps for more information). Please drop-off near these entrances.
- Do not drop-off in the parking lots, in crosswalks, near the loading dock, Cochran Road, and/or Lebanon Avenue
- For student pick-up, if you arrive early (before 3:03pm) vehicles may not temporarily park in a location that blocks the normal flow of traffic:
 - Do not park in the middle of any roadway thus obstructing the regular flow of traffic. (This has been a problem in front of the athletic building coming from Lebanon Ave towards Stadium Drive). The flow of traffic must be able to continue at all times, not only to permit normal traffic to move around the building but to allow emergency vehicles to travel around the building when needed.
 - Do not park in a crosswalk
 - Do not park close to any corners preventing cars from making a safe turn onto a roadway
 - Do not park in any area marked with an orange cone

There is limited space on the campus to temporarily park to pick-up your son/daughter. If space is not available for you to temporarily park close to the building for student pick-up, you must circle the building, park further away from campus, and/or arrange to pick-up your son/daughter on-campus a little later after the 3:03pm dismissal.

(OVER)

Please see the attached photos and map for more detailed information about the locations and directions provided above.

Our School Resource Officer and the Mt. Lebanon Police will be monitoring traffic flow and responding to issues as needed.

Thank you for your cooperation regarding this important safety matter.

Sincerely,

A handwritten signature in black ink that reads "Brian R. McFeeley". The signature is written in a cursive style with a large, sweeping flourish at the end of the word "McFeeley".

Brian R. McFeeley
Principal