

Lincoln Park Elementary School

274 Pine Brook Road • Lincoln Park • New Jersey 07035
Telephone (973) 696-5530 • Fax (973) 696-5321



Mrs. Melissa N. Flach-Bammer
Principal
bammer@lincpk.com

February, 2014

This document outlines our NEW guidelines for MORNING DROP-OFF. Please share this information with any caregivers who bring your children to school.

SOMETHING NEW!!! You have commented...we have listened and are trying something new. Our two biggest issues at LPES are morning drop-off and afternoon pick-up. We have had our thinking caps on to try to figure out ways to make the approximately 15 minutes in the morning and 8 minutes in the afternoon flow a bit smoother. We are going to start to try to fix the problems with a morning drop-off change.

Starting on MONDAY, MARCH 3rd, NO STUDENT, IN ANY GRADE, WHO IS BROUGHT TO SCHOOL IN A CAR WILL BE DROPPED OFF IN THE FRONT OF THE SCHOOL. Only bus students will be dropped off in the front of the school.

MORNING DROP-OFF WILL BEGIN AT 8:35 a.m.

ALL cars will be directed to the back parking lot where a single drop-off line will form. Cars will drive to the back parking lot, FOLLOW THE ARROWS, and drive around IN ONE DROP-OFF LINE to the stop sign (slightly past the blue crosswalk). Once you pull up to the drop-off area, you will let your child(ren) out of the car - remember it is "drop and go" - no getting out of the car to put the backpack on, give kisses, walk them to the door, etc. - and your child(ren) will walk to the door. Our morning duty teachers who have stood at the front door will now stand at the back door to let in the children. Teachers and other staff members will be on duty in the hallways to help the children with the new system. Rest assured, kindergarten parents, your children will safely get to their rooms!



Mr. Van Winkle will remain in the front of the school, however, he will be stationed next to one of the barricades that will be set up to provide traffic control for the cars and buses (similar to his duties in the afternoon).

PRESCHOOL PARENTS - You will not be a part of the drop-off line. You will park in any available parking spots and walk your child(ren) to the back door by the cafeteria (the little path that is between the school and the storage sheds), where Mrs. Brown will pick up the children at 9:00 a.m. Please note that this is for morning preschool only. Afternoon preschool will continue as is.



PARENTS WHO NEED TO COME IN TO THE SCHOOL - You also will not be a part of the drop-off line. Please park in any available parking spot and walk to the front of the school, where you will ring the doorbell to enter the building.

STUDENTS WHO ARRIVE LATE TO SCHOOL (after 9 a.m.) - Parents, please park in any available parking spot and walk your child(ren) to the front door and then in to the main office to check in. One clue that it is too late to drop off in the back is that the barricades have been moved by Mr. Turco.

We understand that this now means one drop-off lane instead of two, however, having cars travel to the back lot will help ease the congestion that builds up on Pine Brook Road in the morning. Also, having the children dropped off this way means that they will not have to cross any lanes of traffic - they will exit out of the passenger side of your vehicle and walk through the crosswalk, onto the blacktop, and to the door.

Please know that we expect issues the first few days as we adjust to this new system. And, should we find that we need to tweak what we have instituted, we will and will let you know about any alterations to this new system.

As usual, we encourage those students who have bus passes to come to school and go home from school via the buses.

As for afternoon pick-up, we are currently proposing different strategies and will keep the LPES community apprised of any changes. For now, please continue to follow the arrows, park in any available spots, and use the ONE lane for a pick-up line - keeping a lane open for people to drive through. **The snow is not helping an already hectic situation, but please continue to follow the rules and have patience.** Even on our most hectic of days, the lot is basically cleared by 3:33 p.m.

Should you have any questions regarding this new system, please feel free to contact the main office. Your cooperation and patience will make both arrival and dismissal times work efficiently!