



# Ridgewood Avenue School

Dr. Michael Donovan, *Principal*

Hello Ridgewood Avenue Families:

In an effort to continue our priority in keeping your children safe, I ask each of you to please read the below bullets. Please also share this information with any caregivers who may be responsible for your children.

- We love having visitors. When coming to Ridgewood Avenue School, we ask you to do so with an appointment. When we know to expect you, our front office personnel can plan accordingly and it helps in maintaining security.
- Anyone visiting our school will be asked to identify themselves and answer questions while looking at the video camera at the main entrance door. The Glen Ridge School District utilizes a scanning system that will accept a driver's license or government issued ID. While this may seem inconvenient, these measures are in place with the cooperation of the Glen Ridge Police Department and with your children's safety as our focus.
- Parents (or caregivers) should not bring the following items to school: forgotten lunches, forgotten homework, forgotten sneakers or forgotten instruments. We will not allow students to make calls home for these items. In the case of lunch, our cafeteria can provide them something for the day and they can pay back; for picky eaters, we do have bagels and simple sandwiches. There are certain forgotten items that would warrant bringing to school, for example: forgotten medication or forgotten eyeglasses.
- Students should not arrive at Ridgewood Avenue School prior to 8:10am; this is the time when supervision begins and doors are opened for students to enter. Students arriving prior to 8:10am will need to be enrolled in the Before-Care Program.

We truly appreciate your support and cooperation with these safety procedures. A new year is a great opportunity to get into good habits and set the tone for the year ahead.

With your children's safety in mind,

*Dr. Donovan*