

# Westowne Elementary School

401 Harlem Lane, Catonsville, MD 21228, 410-887-0854

*Begins on  
Wed - June 3*

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## \*\*\*IMPORTANT – PLEASE READ\*\*\*

### \*\*Changes to Arrival/Dismissal Procedures\*\*

June 1, 2015

Greetings, Westowne Parents and Guardians ~

Construction for the new building is in full swing and I want to be sure you have the latest information. In a ConnectEd message recently, I let you know the construction of the new temporary parking lot was going to be underway. Due to weather, some delays occurred, but the temporary parking lot should be functional sometime this week. I will send a ConnectEd message when we know the specific date. After that, the current parking lot will be closed and part of the fenced-off construction site. The new temporary parking lot will be used for teacher/staff parking only.

With the closing of the current parking lot, **arrival and dismissal procedures will be impacted for car riders.** If your child is a bus rider, please have him/her ride the bus to and from school, which will assist in cutting down on the congestion at arrival and dismissal times. If your child is able to walk instead of ride in a car, please have him/her do so.

### Changes to the area:

- Current parking lot will be closed (date to be announced, probably this week).
- New temporary lot for teacher/staff parking only.
- **No Parking** signs on school side of Harlem Lane if front of grassy area of school by marquee sign. This area will be used for the car rider drop-off /pick-up area. Please see below.
- **No Parking** signs will be on school side of Harlem Lane in front of current parking lot. The construction area will go up to the curb. The sidewalk will be inaccessible. It will not be safe for vehicles to park there and construction vehicles will need use of that area.

Please adhere to the No Parking signs and please use caution when driving on Harlem Lane. We want to keep all students and adults safe! Thank you for your patience and flexibility!

### Procedures for car riders will be different:

- Again, it is suggested that students who can walk or ride the bus, do so.
- Cars may NOT enter the bus loop or parking lot during arrival or dismissal, 8:45 – 9:15 and 3:30 – 4:00.
- Cars may park on the far side of Harlem Lane to let students out. Students can walk to the crosswalk and cross Harlem Lane with the adult supervising the crosswalk, usually Ms. Bev.
- Cars coming from Old Frederick Road may enter into the Carpool Lane, which will be on Harlem Lane in front of the school – the area between the bus loop, in front of the marquee sign, where No Parking signs will be posted.
- For cars using the Carpool Lane, students MUST be on the passenger side of the car so they can exit the car onto the sidewalk. Teachers will be there supervising and guiding students to walk down the sidewalk to cross at the bus entrance crosswalk with an adult, usually Principal Patrick.
- Cars may not sit and wait in the Carpool Lane. Students must quickly exit from the passenger side.
- Dismissal – cars may enter the Carpool Lane. Again, though if students can walk, that would be ideal.

**OVER, please**



**Please be sure your student knows how you want her/him to be dismissed. Perhaps s/he will:**

- Ride the bus.
- Exit the building and walk.
- Exit the building and wait for you to walk up to them.
- Exit the building and walk down/up the street to meet you.
- Exit the building and wait for you to drive through the Carpool Lane – if you choose this option, please be ready to wait. Please exhibit patience and caution, knowing that the wait may be longer.

**Procedures for walkers and bus riders will remain the same:**

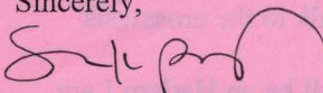
- Same – Buses only will be permitted in the bus loop.
- Same – Arrival Walkers will still enter through the same side door.
  - Walkers coming from Ed. Heights on the school side of Harlem will be crossed over the bus entrance crosswalk by an adult.
  - Walkers on the other side of Harlem Lane from either direction will still be crossed over at the crosswalk usually manned by Ms. Bev.
- Same – Dismissal Walkers will still exit through same doors.
  - PS/PK/K students will still be released to a walking adult at the walker door.
  - Grade 1-5 students:
    - Those who just exit and leave, will continue to do so.
    - Those who wait for a walker parent for a couple of minutes will continue to do so in the same location under the supervision of a couple of teachers.

**Other important updates:**

- The small playground will need to be moved, as its current location will be part of the construction site. I have communicated the necessity to have access to our small playground for our many 3, 4, and 5 year olds! The relocated small playground area is scheduled to be in the front grassy area in between the gym and the kindergarten wing. The small playground will be fenced in and close to the kindergarten wing.
- The lower dinosaur playground will remain operational throughout construction and into our move into the new building.
- Because of our growing numbers, we have been granted an additional relocatable classroom for the 2015-2016 school year! The current three relocatables will remain in use for the duration of this year and then they will be moved to another school. We will receive two double relocatables (4 classrooms) for use for next school year. The new relocatables will be located in the back left area of the school between the kindergarten wing, library, and grade two classrooms. We are grateful that the county approved my request for an additional classroom!

Thank you, again, for your support, patience, and flexibility as we begin this exciting time of construction of our new, state-of-the-art building, slated to open for the 2016-2017 school year. Your partnership is noticed and greatly appreciated!

Sincerely,



Shandra K. Patrick, Principal