

Lord Aylmer School



August 31, 2022

Dear Parent/Guardian,

This is a notice for parents at the **senior campus**. Starting tomorrow, we will return to the drop-off and pick-up procedure that was in place last year, using the bus lane. So far, the number of students being transported by parents/guardians is much greater than expected so we are making this change to ensure a smoother and safer drop-off and pick-up for our families.

In the morning, please make your way to our bus lanes from Elizabeth Street. We will have a member of staff waiting to greet you and to let you into the bus lane after the busses have dropped off their students. Please do not park in the Western Quebec Career Centre parking lot except if you are able to walk your child directly to Frank Robinson Street. (Our children are not permitted to cross the bus lane from the Career Centre into our school yard as it is not safe.)

For pick-up after school, please follow the same procedure, waiting on Elizabeth Street until the staff supervisor waves you into the lane. This will happen after busses have been able to go into the bus lane (on Elizabeth Street) to drop off their students.

We will ask that all pick-ups and drop-offs take place in this way. **We will no longer use the front entrance.** This will allow a safer exit point for students who are walking home. There may be some exceptions for students arriving on special transportation and in some cases involving students with injuries or special medical conditions. (Please contact the office about the latter.)

Students who are exiting the back of the school onto Elizabeth Street to walk home or to meet parents/guardians on the side streets will be permitted to go on their own. If you would like your child to wait at the back gate (near Elizabeth Street at the bus entrance), please just ask your child to meet you there at the end of the day. We will have a staff member there to help locate your child if he or she is late.

Please remember that this change is for the senior campus only. If you have any questions, please do not hesitate to reach out. Have a great evening!

Respectfully,

Eldon Keon, Principal

Eldon Keon – Principal

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