



# CPE CHRONICLE

Coral Park Elementary - *A Title I School*

8401 Westview Drive, Coral Springs, FL 33067

Phone: 754-322-5850

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Ms. Camille Pontillo, Principal

Dr. Tangela Daniel, Assistant Principal

## Focus on Safety Issue

“Being Kind Strengthens the Mind”

We recognize that these safety procedures may be inconvenient. At times, due to inclement weather or staff availability, there may be longer than usual wait times. When entering the campus, please be prepared to share your purpose or need for entry to the campus with staff members and **present identification**. Our staff appreciates receiving a positive attitude during communicating and implementing these procedures and will reciprocate with the same! We kindly appreciate your cooperation and patience as we work together to keep our children safe.

## Here for Parent/Teacher Conference?

Parking for parent conferences is located in the **back parking lot** (the one without the gate). For morning conferences, please arrive in time to park and sign in the front office by 7:30 am. Arrival after 7:40 am will result in rescheduling the conference. Afternoon conferences will begin at 2:30 pm.

**Please be prepared to show your identification upon arrival in the front office.**

## What are the Parent Expectations for Drop Off and Pick Up?

- The parking lot that accesses the front of the school will be open for drop off beginning at 7:15 am for students going to breakfast and at 7:30 am for all other students **until 8:30 am**. **DO NOT** drop off your child prior to these times. **There is no supervision!!!**
- When dropping off your students, the student **back entrance gate closes at 7:55**.
- The walker gate by the crossing guard on Westview closes at 8:00 am.
- The walker gate and car gate by the front parking lot is open and monitored until 8:30 am.
- The double white student access gates located in the front drop off under the clock close promptly at 8:00 am. **If you are arriving and these gates are closed, you must escort your child into the front office and sign them in. They will be marked "tardy"**.
- Please keep in mind that your child may make it into the student gates prior to 8:00 am, however, if they are not **in their classrooms by 8:00**, they will be marked late. Remember, **8:00 is late!** Please consider this when planning your morning routines.
- Breakfast is available and free to all students. We begin serving breakfast at 7:15 am. However, your child needs to be in the cafeteria by 7:45 am if they would like to take advantage of this opportunity. The serving line closes at 7:45 am. Bus students who arrive after 7:45 am will receive breakfast.
- We need your help in ensuring student safety and expediting the carline during **drop off**:
  - Pull all the way forward when dropping off your student. This will allow for the maximum number of cars in the drop off lane.
  - Children need to learn how to exit the vehicle as quickly as possible. Have all their belongings ready and accessible. Please practice this with your child.
  - Children need to exit the vehicle from the passenger side, not the driver side.
  - Do not use your cell phone while in the carline.
  - Do not exit your vehicle in the carline. We have staff positioned throughout the carline available to assist and maintain safety. Signal for a staff member, if you need assistance. Please be patient, as they might be attending to another student.
- During carline **pick up**,
  - You must have your carline pick-up placard displayed to pick up students from the carline. If you do not have a placard displayed, you will be directed to park and go into the front office. You will need to bring identification with you. You will receive a pass that you will present to the carline staff.
  - Pull all the way forward when picking up your student. This will allow for the maximum number of cars in the pick up lane.
  - Children need to enter the vehicle from the passenger side, not the driver side.
  - Do not use your cell phone while in the carline.
  - Do not exit your vehicle in the carline. We have staff positioned throughout the carline available to assist and maintain safety. Signal for a staff member, if you need assistance. Please be patient, as they might be attending to another student.
  - Please remember, students in the carline (front or back) need to be **picked up in a vehicle**. **If you are not in a vehicle and attempt to pick up your child from the carline in person, you will be directed to go into the front office to be cleared for pickup.** You will need to present identification.

## What do I do if I need to pick up my child from school early?

**Anytime away from school, your child misses valuable instruction and directions.** We ask that you limit the early pick-ups to only those are essential and critical. Students who leave early often miss the direction and expectations for the next day. This can cause a plethora of issues, from missed assignments, lack of understanding of concepts, to anxiety within our students. Understanding that this need does occur, adhering to the following expectations and procedures will greatly assist the process.

- Please ensure that **anyone who might need to pick up your child be listed on your child's emergency contact information**. If you send in someone and they are not on the pick up list, they will not be able to leave with your child.
- Please **communicate with your child's teacher by sending in a note that your child will be picked up early with the time and who will be picking up the student**. This will enable the teacher to have your child ready for early pick up. Do not text or email this information to your child's teacher. Teachers do not access their emails throughout the day.
- If you need to pick up your child during the times that the **gate is closed**, you will need to **park in the back parking lot** (the one without the gate) and walk to the walker gate at the front of the school. **Please call the school upon your arrival and let them know that you are picking up your student. If you have a need to utilize the handicapped parking in the front lot, please pull up to the closed gate and call the school. You will be granted access to the handicapped spots if you have the proper handicapped vehicle identification.**
- Please know your child's daily academic schedule. Understand that if you arrive to pick up your child during the time that they are scheduled to be in **specials, lunch, teacher directed PE, or recess**, you will have two options available to you.
  - **Option 1, you can wait until your child returns to the classroom so they can get their belongings. This could take up to 30 minutes.**
  - **Option 2, we can call for your child, however, they will not be able to get their belongings from the classroom.**

# Parent and Visitor Access to Coral Park Elementary Campus

Maintaining a safe campus is our priority here at Coral Park. New guidelines and policies are being implemented districtwide in an effort to better secure our campuses. The District has mandated that **once the school day begins, all perimeter gates must be locked except for one gate to allow for parent and visitor access to the school. This gate must be monitored at all times by school personnel. If personnel are not available to dedicate to this post, the gate must remain locked and visitors to the campus must call the school's office to gain entry to the campus.** Due to budgetary constraints, Coral Park does not have any extra staff to dedicate to solely monitoring the front entrance gate, therefore, we will need to close and lock the gate. Please help us to keep our campus safe by adhering to the following expectations for arrival, dismissal, and access to the campus.

- The parking lot that accesses the front of the school will be open for drop off beginning at 7:15 for students going to breakfast and at 7:30 for all other students **until 8:30 am. DO NOT** drop off your child prior to these times. There is no supervision!!!
- The gate to the front parking lot of the school **will be locked and secured at 8:30 am.** If you need to access the campus, **you will need to call the school** at 754-322-5850. We will then send someone to open the gate. Please understand that this may take some time, so please plan accordingly.
- The gate to the front parking lot **will be open and entry will be monitored again from 10:50 to 11:20.** This will allow for VPK pickup and other school business.
- The gate will be **locked and secured again from 11:20 to 1:30.** If you need to access the campus, you will need to call the school at 754-322-5850. We will then send someone to open the gate. Please understand that this may take some time, so please plan accordingly.
- The gate to the front parking lot will be **reopened and entry will be monitored beginning at 1:30 to 6:00 pm** and will be monitored by Community Afterschool Staff to allow for dismissal and pick up from the aftercare program.
- When entering the campus, please be prepared to share your purpose or need for entry to the campus with staff members. Our staff appreciates receiving a positive attitude during these procedures and will reciprocate with the same!
- Help build your student's independence by ensuring they come to school prepared with their homework, lunch, laptops, etc. If you find it necessary to bring them the items they forgot at home, the campus gates will be open from 8:00 to 8:30 and again from 10:50 to 11:20. Please utilize these times should you need to come to the school to drop off items.

We recognize that these safety procedures may be inconvenient. At times, due to inclement weather or staff availability, there may be longer than usual wait times. We kindly appreciate your cooperation and patience as we work together to keep our children safe.

## Understand the dismissal terminology and procedures

If you want to "meet your child", you will need to tell your child **they will be a walker.** They will be dismissed as a walker and you will need to let the teacher know which walker gate they need to be dismissed to—Riverside or Westview. This is where the crossing guards are located. If your child rides a bike to school, they are dismissed with the walkers.

Parents are **NOT permitted** to stand in the sidewalk areas **within** the campus in the front or back of their school and wait for their children. **This area is reserved for those children who are car riders.** There are two car rider pick up areas—one in the "front" of the school and one in the "back" of the school. Your child needs to know which of these areas you will be picking up from. Please stress to your child that you will be **in the car** and to follow the direction of the staff. **DO NOT** tell your child to go out with the car riders and you will walk there to pick them up. Only Coral Park staff will be permitted in this area. **It will cause confusion and anxiety with your child** if you tell them this because teachers and staff will direct the students whose parents said "they are going to meet" them to the walker areas. It is important that they understand that they will be a "car rider" and you will be **in your vehicle.** Keep in mind, that the first two weeks of school, dismissal takes significantly longer. Once routines are established, the carline time shortens tremendously. **Ease their anxiety** by reminding them that it may take a little bit of time for your car to get to the front of the line, but you will be there.

CAS Aftercare is our on-site aftercare provider. CAS Aftercare students are picked up by CAS staff in their grade level pod areas and escorted to the cafeteria at dismissal. Students who attend off other off campus private aftercare providers are dismissed with the bus students. Aftercare providers are required to pick up in the bus dismissal area. Be sure your child and teacher know the name of the aftercare provider.

## What do I do if my child forgot an something?

Help build your student's independence by ensuring they come to school prepared with their homework, lunch, laptops, etc. If you find it necessary to bring them the items they forgot at home, the campus gates will be open from 8:00 am to 8:30 am and again from 10:50 am to 11:20 am. Please utilize these times should you need to come to the school to drop off items.

### Stay Connected

**Parent Link**— These are informative calls and emails from Broward Schools and Coral Park Elementary. If you are not receiving them, contact Ms. Maietta at 754-322-5850. Be sure your contact information is up to date!

**Remind Messages** – To join the Remind messages via text, text **@coralpar to 81010**

### Title I Information & Updates

The School Board of Broward County Title I Center for Parent Involvement is located at 701 NW 31 Avenue, Ft. Lauderdale, FL 33311. For more information please contact Dr. Daniel at 754-322-5850 or visit [www.broward.k12.fl.us/titleone/](http://www.broward.k12.fl.us/titleone/) (or call 754-321-1425).

The District Parent Involvement Policy <http://www.broward.k12.fl.us/sbbcpolicies/>,  
LEA plan <http://www.broward.k12.fl.us/titleone/parent-involvement-lea-plan.asp> and  
SPAR <http://doeweb-prd.doe.state.fl.us/eds/nclbpar/index.cfm> can be found at the respective links.

*Nou capab li Pwogram pou Ameliore Lekol la avek Pwogram pou  
Parent Paticipasion an nan web sites sa yo.*

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321- 2150 or Teletype Machine (TTY) 754-321-2158

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.