



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

West Hollywood Elementary School
Lina Palacios, Principal
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Broward County, Florida

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August 9, 2019

Dear West Hollywood Parents and Guardians,

The safety and security of our precious children continues to be of the utmost importance. With that being said, this letter contains reminders to safety procedures that will continue to be in effect for the 2019-2020 school year to ensure all of our students are safe. These procedures are aligned to Broward County School's safety expectations for all campuses.

Every student and staff member will be given an ID badge that must be worn during school hours. If your child misplaces their ID badge they must notify their teacher immediately.

Our school hours are 8:10 am – 2:10 pm. All perimeter gates will be locked throughout the school day. The perimeter gate on 63rd Avenue will be open from 7:20-8:15 am for student AM drop off. If you have a conference and/or other school business such as early child pick-up, and arrive after the gates are locked please call the front office at **(754) 323-7850**.

Arrival and dismissal procedures for our walkers and bikers has been updated to ensure their safety and security. If your child walks or rides a bike home alone or with a sibling, he/she will be dismissed through the walking gates. Students who use the Turnpike crossing guard will be escorted by a staff member to the walker gate located on Hollywood Boulevard near the playground. Student walkers and bike riders that use the crossing guard on 64th Avenue will be escorted to the walking gates on 64th Avenue. Any student walker and/or bike rider that utilizes the crossing guard on 63rd Avenue will be escorted to the walking gates on 63rd Avenue. Please ensure your child knows which route they will take home.



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The car loop gate on 63rd Avenue will be open for dismissal at 1:50 pm for Voluntary Pre-Kindergarten (VPK) and Head Start students. Dismissal for all K-5th grade students will begin at 2:10 PM. If you have a scheduled conference or need to visit the front office, please park in the parking lot available for visitors and parents. Please refrain from parking in the car loop as this stops the flow of traffic. If you walk home with your child be sure to go directly to the breezeway. All students who are parent walker pick up will be sitting with an adult underneath the breezeway.

Additionally, the 63rd Avenue car loop will be the **single point of entry into the campus for all school business**. This includes student car rider am drop-off and pm pick-up, teacher conferences, and early child pick-up. There are available parking spaces for you to park. Please refrain from parking in the car loop. If you arrive after the perimeter gates are locked please call the front office at **(754) 323-7850**.

Upon entry to campus, all visitors must be processed through the STAR System. Please remember to bring a valid government issued ID with you so that you may receive a STAR visitor pass. This pass will permit you to pick up your child if he/she is sick or you have an emergency for the front office. **No child will be dismissed during the last 30 minutes of the school day (1:40-2:10 pm).**

Emergency drills will be conducted on a regular basis. This includes fire drills, tornado drills, and critical incident drills. We will conduct a Code Red Drill within the first two weeks of school and one each month thereafter. Appropriate notice of drills will be communicated to all parents, guardians, students, and staff members.

Our Meet and Greet will be on Tuesday, August 13th

12:10–1:10 Head Start, VPK, and Pre-K ESE Parent Orientation

12:10-12:40 Kindergarten

12:40-1:10 First Grade

1:10-1:40- Second Grade

1:40-2:10 Third Grade

2:10-2:40 Fourth Grade

2:40-3:10 Fifth Grade

Open House will be Wednesday, September 4th at 6:00 pm.

6:00-6:45 Head Start, VPK, Pre-K and K-2nd grade

7:00-8:00 3rd-5th grade



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I'm confident that our continued safety measures will provide an extra of layer of security for all students. I ask that you please be patient and understanding as we continue to implement our safety policies and procedures. Please know that this is to ensure all of our students are safe. If you have any questions or concerns, please call the school at 754-323-7850.

Educationally yours,

Lina M. Palacios

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