

The Griffin Post

Silig, Gail, Principal
Nordstrom, Thomas, Assistant Principal

August 10, 2018

Dear Parents,

Welcome back to the 2018-19 school year. I am looking forward to another fantastic year at Griffin Elementary. As we enter this school year, please be reminded of our school's protocols as outlined below. As always, if you have any questions or concerns regarding these procedures feel free to reach out to the office or myself.

ALL STUDENTS are required to wear their student ID DAILY at all times when they are in school.

- Students will be given their ID from last year with a breakaway lanyard. Until photo identification badges are received from our vendor for new and Kindergarten Students, teachers will provide a badge for your child. Updated ID badges will be given to students after pictures are taken.

Unified Dress Code- Griffin has a unified dress code for all students.

- Students' adherence to our dress code is important in helping us identify intruders on campus. For more information on approved colors and types of clothing, please refer to the Griffin School website or call the front office.
- If your child has outgrown their uniform clothes and you would like to donate them to our uniform closet, we would love to have them. Please bring washed and folded clothes bagged to the front office.

Safety Updates for Griffin Elementary Campus

Maintaining a safe and secure campus is our priority here at Griffin Elementary. There are some new guidelines and policies being implemented district-wide in an effort to better secure all Broward County 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. At this time Griffin Elementary does not have any extra staff to dedicate to solely monitoring the front entrance gate. We are in the process of acquiring funds to hire a staff member to monitor the gate in the front parking area. If we do not have a person that is available to monitor the gate, it will need to be closed and locked. If the gate is locked and you need access, please call the front office at 754-323-5900 and a school employee will come out to open the gate. Please help us to keep our campus safe by adhering to the following expectations for arrival, dismissal, and access to the campus.

- Parents should drop students' off in the morning in the front **West Parking Lot** for intermediate students and the **North Parking Lot** for primary students.
- The parking lots will be opened at 7:30 am for students going to breakfast and will close at 8:30 am. There is no supervision for students prior to 7:30 am.
- Please park your car if you are going to get out to help your child get ready or walk them to the door.
- The front gate will also be open from 10:20-11:40. This will allow for Pre-K pickup and other school business.
- The front gate will be reopened at 1:30pm and monitored for dismissal of students and aftercare.

Dismissal Designated Areas:

- Pre-K, Kindergarten, First Grade, Pritchett, Murphy, Dourvetakis – **North Parking Lot**
- Goffney, Ruder, DeFerrari, and Grades 3, 4, & 5 – **Main Entrance in Front of the School**
- Older siblings report to their younger sibling's car pick-up area
- Bus Riders – **South Parking Lot**
- Walkers – **Main Entrance** or the **South Walkway**. Walkers need to use the sidewalk and cross by the Crossing Guard.
- The bike rack is located on the **South Side** of the school. All riders must wear a helmet.
- The **South Parking Lot** is designated for faculty parking and buses. Drop off and pick up in this lot is prohibited.
- The **West Parking Lot** is for visitors. Please make sure to have your current drivers license to gain access to the school grounds.

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 students safe.

Emergency Preparedness

Teaching children what to do in the event of different types of emergencies has always been embedded in your child's instruction. We conduct fire drills monthly and tornado drills two times per year. This year the District has mandated that a "code red" lock down drills be held every month. In the event of an actual emergency, Griffin Elementary will communicate with the school community as soon as feasibly possible using parent link. To ensure that you can receive this timely communication, be sure that you keep your contact information up to date with the front office of the school.

Meet and Greet August 14th

- 8:30 Pre-K, Kindergarten, 1st Grade
- 9:00 2nd- 3rd Grade
- 9:30 4th -5th Grade

First Day of School

- Wednesday, August 15th 8:00 am -2:00 pm

Open House

- August 29th 6:00-7:00 pm 3rd, 4th, & 5th Grade
- September 5th 6:00-7:00 pm Kindergarten, 1st Grade, 2nd Grade

2018-19 Evaluations

Parents interested in providing input into the performance evaluations of Griffin Elementary School instructional and/or administrative employee evaluations may contact our office at 754-323-5900 by April 12, 2019.