



HORACE MITCHELL PRIMARY SCHOOL

7 MITCHELL SCHOOL LANE
KITTERY POINT, MAINE 03905



FAX 439-9198

DAVID S. FOSTER, PRINCIPAL

TELEPHONE 439-1707

March, 2010

Dear parents:

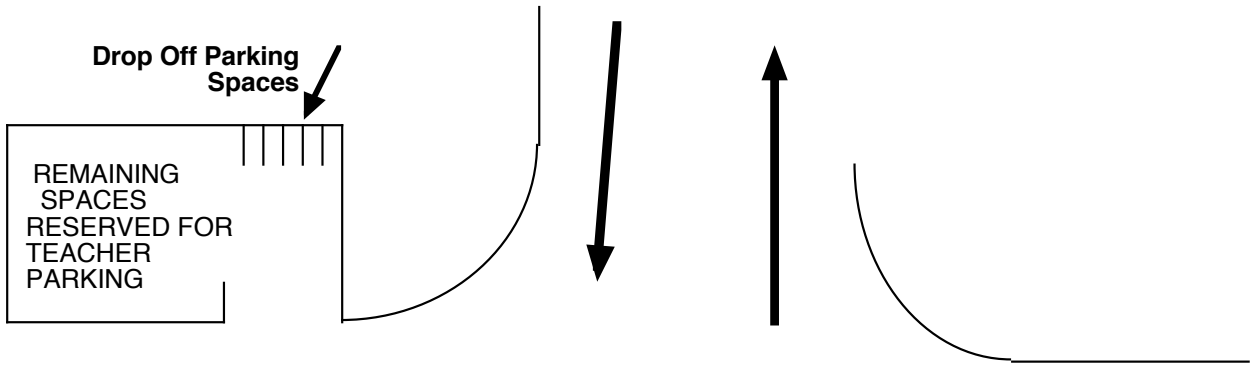
In an effort to make it safer to drop students off at Mitchell School in the morning, we have a system in place for this procedure. I am hopeful you will understand and support this effort to keep our children safe.

Our visitor's parking lot will be used for **drop-off ONLY between the hours of 7:30 – 8:30 AM**. Parents **MUST** use our Haley Road entrance when traveling to Mitchell School. Parents should drive into the visitor's parking lot on **the right hand side** - to drop off their children. Once students have safely gotten out onto the sidewalk, cars must then **quickly** circle around and depart from this area. ***Parents must stay with their vehicles. PLEASE, ALL students MUST get out on the sidewalk side of their vehicles for safety purposes.***

If parents feel the need to walk their students into school or onto the playground, they **MUST** park in the lower parking lot (if full, park on the hill to the left on Mitchell School Lane) and safely **ACCOMPANY** their son/daughter onto the sidewalk or playground. We will reserve five spaces in this lot for this purpose.

Please observe the diagram on the backside of this letter, which illustrates the flow of traffic for this system to safely drop off your children. I thank you in advance for your attention to this important safety issue for our students. If you have any questions, comments, or concerns with this plan, please feel free to contact me directly.

Sincerely,
David S. Foster,
Principal



BUS TRAFFIC ONLY

PLEASE YIELD TO INCOMING & OUTGOING TRAFFIC

