



Wells Elementary School • 276 Sanford Rd. • Wells, Maine 04090
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April Noble, Principal

Theresa Curran, Assistant Principal

February 7, 2019

Dear Families,

Safety at our school is always of the utmost importance. WES has a safety committee that meets monthly to review our safety plans, and refine and recommend new procedures. We are very fortunate in the WOCSD to have resource officers in each of our buildings. Officer Long has played a vital role in reviewing our plans, and being an active member on our safety committee.

I wanted to remind families of a few arrival and dismissal procedures that are in place to help ensure everyone's safety. Upon arrival, it is helpful to have students, who are dropped off at WES, be seated on the passenger side of the vehicle. Having students exit directly onto the sidewalk, rather than into the traffic, will prevent potential accidents, and will allow for the flow of traffic to move freely. I encourage families who do regular drop-offs to plan for children to exit on the passenger side of the vehicle.

We have a great number of parents who pick up their children after school. We unlock the front doors (on Monday, Tuesday, Thursday and Friday) at 2:50, and parents enter the cafeteria once all students are dismissed from their CORE classes (Music, PE and Art). This will allow the classrooms access to the hallway without additional traffic. Once classrooms are past the entryway, we will invite parents to enter the cafeteria. It is important that you wait in the cafeteria, and not in the open area near the bathrooms. All students must enter the gym door and then head into the cafeteria, where they will meet with their parent or guardian. When you leave the cafeteria, we ask that you show your permanent pass or your gold slip to the staff member who is waiting at the doorway. In order to keep all of our students who are riding busses safe, we ask that everyone leave the building via the C-wing doors (down the music hallway). If you have plans to meet with a teacher, we will ask that you wait in the office until all students have left the building. I truly appreciate your efforts in assisting with our arrival and dismissal procedures, and in helping to ensure the safety of all our students. Should you have any questions, please feel free to contact April Noble or Theresa Curran.

Sincerely,

A handwritten signature in cursive script that reads "April M. Noble". The signature is written in black ink and is positioned below the "Sincerely," text.

April Noble