

SPRING GROVE ELEMENTARY SCHOOL

2018 Main Street
Spring Grove, IL 60081
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Fax: (815) 678-6760
www.nippersinkdistrict2.org



Mr. Chris Pittman, Principal
Ms. Julie Lappen, Secretary
Mrs. Debbie Fischer, Secretary

October 9, 2020

Dear Parents/Guardians,

This letter is to inform you of the Spring Grove Elementary School student pick-up/drop-off procedures. In order for this to be successful, we will need everyone's cooperation in following these important procedures.

ARRIVAL

Parents are allowed to enter the east side of the school driveway off Main Street to pick-up/drop-off your child in front of the main entrance doors. The main entrance doors will be used for this purpose only. **Please remember that students should not be dropped off before 8:45 AM, as supervision does not begin until then.** Parents will not be allowed to park in the pick-up/drop-off zone. If you need to park, you will have to park in a designated parking space. When dropping your child off, cars should form a single line pulling up as far as you can to the mobile. Have your child/children exit on the right side of the vehicle and instruct them to stay on the sidewalk as they walk up to the main entrance doors. To enter the school, the completed daily COVID-Free Symptom Certification form must be given to one of the supervisors outside the school. **Parents/Guardians please do not get out of your vehicle while in the pick-up/drop-off area.** This slows our process down in getting students out of the vehicles. All vehicle traffic must exit on the west side of the school driveway off Main Street (see map on back). All school buses will unload students behind the crosswalk where they will enter the school through either the middle doors or gym doors. No cars will be allowed in this area during drop-off. If it is past 9:00 AM, you will need to park in a designated space in order to sign your child in.

DISMISSAL

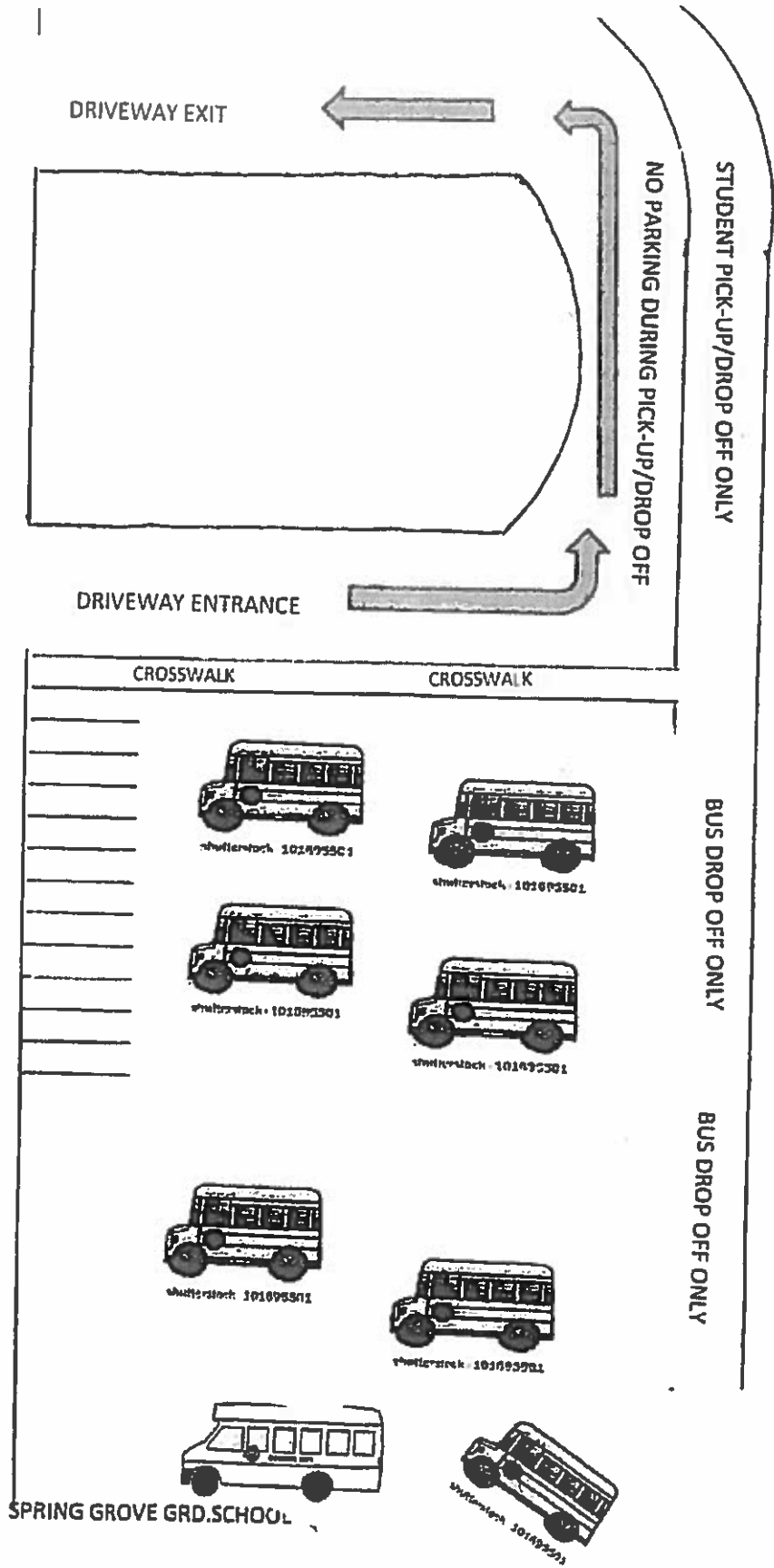
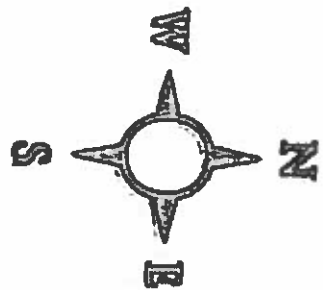
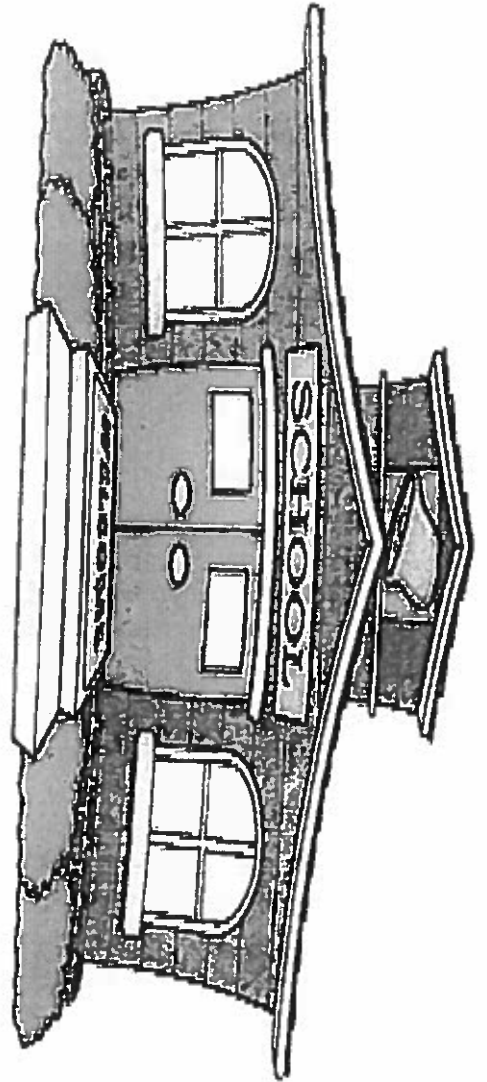
The same parking/no parking rules apply for dismissal as they do for arrival. If you will be picking up your child after school, please make sure that your child is aware of this. **You may start lining up outside at 11:40 AM.** Once students are dismissed, those students being picked up will come out the main entrance doors and enter your vehicle on the right side. **Parents/Guardians please do not get out of your vehicle while in the pick-up/drop-off area.** When your child is buckled up, you may then exit on the west side of the driveway just like you did in the morning. There will be school supervisors helping students during this time.

Please do not speed in the parking lot and always be looking out for children. As a reminder, **the school zone is a cell-phone free zone.** The number one priority is keeping our children safe. Staff personnel will report anyone who is not following these procedures to the principal. The Spring Grove Police Department will be on site at times monitoring for speeding and cell phone use. If you have any questions feel free to ask.

Sincerely,

A handwritten signature in black ink that reads "Chris Pittman".

Principal



STUDENT PICK-UP/DROP OFF ONLY

NO PARKING DURING PICK-UP/DROP OFF

BUS DROP OFF ONLY

BUS DROP OFF ONLY

DRIVEWAY EXIT

DRIVEWAY ENTRANCE

CROSSWALK

CROSSWALK

MAIN STREET

MAIN STREET

SPRING GROVE GRD.SCHOOL