

# *Dr. Joyanne D. Miller Elementary School*



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Dear Parents/Guardians:

In an effort to support our Board of Education goals promoting safety and security, as well as to strengthen our current procedures we are asking for your support in how parents, guests, and visitors enter and exit the Dr. Joyanne D. Miller Elementary School. Our new procedures are as follows:

- All parents, guests, and visitors will enter and exit through the current “5<sup>th</sup> grade” side of the building (Left entrance while looking at the building.) This entrance will be the new “main entrance” for the Dr. Joyanne D. Miller Elementary School.
- If dropping off prior to the start of school, all parents must remain with their children until the bell rings at 8:30 a.m.
- You will be required to sign in, present identification, and obtain a pass before visiting the halls or classrooms.

Please note that the outside doors will continue to remain locked at all times during the school day. School safety drills will also continue to be held as required by the State of New Jersey and to ensure the safety of our students. We will inform you of any further security measures that are developed.

We realize that any changes in procedures mid-year will take time to perfect. However it is our hope that with your continued assistance and support we will together strengthen our procedures in an effort to protect our children and school community.

Thank you in advance for your cooperation.

In Service to Children,  
Latifah J. Potter, Principal



**E. H. T.**

**Every Hand Together**