



CASTLE PARK ELEMENTARY SCHOOL

1144 Confederation Drive, Port Coquitlam, BC, V3C 6P1
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Principal: Mrs. K. Tompkins

13 October 2015

A REMINDER

Dear Castle Park Families,

The emergency evacuation of three years ago was a stern reminder to us of the importance of having the school drive through clear of parked vehicles. As a result, there is **NO PARKING** in the drive through during both the morning drop off time **AND** the afternoon pick up time.

In the morning you may drive into the drive through, pull safely in to the curb to drop your child off, and then pull out immediately.

In the afternoon, your child must be watching for your car. You may then stop briefly at the curb to let your child into the car then pull out immediately. This is for the safety of our children and to ensure any emergency vehicles have immediate access.

For further safety, please do **NOT** park or drop your child off in the staff parking lot. It is dangerous to have children darting between cars.

Lastly, please advise any other family member, friend, or caregiver who may be driving your child/ren to the school. Thank you for your cooperation.

Yours truly,

Mrs. Kim Tompkins
Principal