



# Ancaster Meadow Elementary School

PROUD SCHOOL OF HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

93 Kitty Murray Lane  
Ancaster, Ontario L9K 1S3  
Phone: 905.304.3255  
Fax: 905.304.3775

EMAIL: [ancastermeadow@hwdsb.on.ca](mailto:ancastermeadow@hwdsb.on.ca)  
PRINCIPAL: Mr. S. Goodacre  
VICE-PRINCIPAL: Mr. J. Zwolak  
[www.hwdsb.on.ca/ancastermeadow](http://www.hwdsb.on.ca/ancastermeadow)

November 22, 2018

To: Families of Ancaster Meadow

The priority of the staff at Ancaster Meadow is to provide a safe learning environment for students. As a school community, Ancaster Meadow is a wonderful school that provides numerous opportunities for students.

Unfortunately, two issues are causing concerns with providing this safe learning environment. The first issue is the safety of the parking lot in the morning and afternoon. The second issue is the number of families asking that students be dismissed early.

The safety of the parking lot is a concern shared by many parents as well as staff. With the assistance of our parent School Council, the parking lot will be closed to traffic during the morning and afternoon bus time. This closure will be trialed until the December holiday. The situation will be reviewed going into the new year. Parents are directed to the map on the back of this letter for alternatives to the parking lot.

While the driving situation can be frustrating, a reminder that all individuals including parents and visitors are expected to behave in a respectful manner. Swearing, rude, or aggressive behaviour is not allowed on any HWDSB property.

To ensure a quality learning environment for all students it is important to reduce the disruptions to classroom instructional time. In a school of 600 families, the requests for early dismissal can cause significant disruption. Parents are asked to limit the number of appointments booked during the school day.

If a student is required to be dismissed early, it is an attendance requirement that the student is marked as a half-day absence. Starting on Dec 3<sup>rd</sup>:

- The office, through phone or note, should be notified of the need for early dismissal in the morning
- Students can be dismissed at the beginning of second Nutrition Break (1:00pm), the beginning of period 5 (1:40pm) or period 6 (2:30pm), parents should pick students up for early dismissal at the closest time
- Office staff will not be calling into classrooms during instructional time

The priority of the school is ensuring a safe learning environment for students. Let's work together to make that happen.

Sincerely,  
Simon Goodacre, Principal