

Dear Parents/Guardians,

Snow Clearing in HWDSB Schools – Please see the attached info graphic to review the shared responsibility of Board Staff, contractors and the City of Hamilton

At Bellmoore, we will clear an additional pathway along the playground side of the port-a-pak that will be cleared during inclement weather. This will be a footpath for students and families to travel during pick up and drop off.

In the case of inclement weather, an assessment of the playground is made at both nutrition breaks and alternative plans are communicated (e.g. indoor recess, tarvia recess, using assigned pathways to access the field area, etc.)

Student safety is of the utmost importance. With this in mind, we want to share some reminders.

1. **Kiss and Drop Off Area:** This is an area where students exit the car and parents drive off. We have a staff member and bus patrollers who can support younger students in getting to their entry destination. You may wait until you see the staff member on duty to hand your child to; however, this is NOT an area to park and walk your child to the entry destination. We are patrolling this area for safety and we ask that you work respectfully with the staff and bus patrollers who are working to keep your children safe. If you would like to walk your children to their entry, we ask that you park along one of the side streets adjacent to the school.
2. **Parking Area:** When children are dropped off at school, we ask that parents do not wait in parking spaces. This will help free up parking spaces for staff members. Once on the playground, supervision is in place.
3. **Green Doors that Connect between the Parking Lot and Blacktop play area:** For student safety, we ask that you DO NOT come through these doors at any time throughout the day to drop off or pick up your child. You must walk around the exterior of the building to meet your child on the blacktop playground and return to your car. All parents/guardians who enter the building need to be accounted for by coming through the MAIN entrance and checking in with the office. When you sign in, a **visitor sticker** will be given to you and must be worn at all times while inside the school building.
4. **Morning Entry:** When you arrive between 8:30-8:40am, your child does NOT need a late slip. You can give them a hug and they can go directly to their classroom. After 8:40am, they will come to the main office and have a late slip completed. If you need to be in the school at any time, you MUST sign in at the office to get a VISITOR sticker.
5. **Visitor Stickers:** All visitors must report to the office to sign in and receive a visitor sticker. For the safety of all of our students, it is important that we are aware of who and where visitors are in the building. This is also essential in case of an emergency such as fire or lock down so that we can account for all people in the school.