



# Shannen Koostachin Elementary School

PROUD SCHOOL OF HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

110 Bellagio Avenue  
Hannon, Ontario L0R 1P0  
Phone: 289.768.2755  
Fax: 905.692.9880

EMAIL: [shannenkoostachin@hwdsb.on.ca](mailto:shannenkoostachin@hwdsb.on.ca)  
Principal: Tricia Nelson  
Vice-Principal: Louise van der Put  
[www.hwdsb.on.ca/shannenkoostachin](http://www.hwdsb.on.ca/shannenkoostachin)

April 3rd, 2023

## SHANNEN KOOSTACHIN PARKING AND SCHOOL PICK UP AND DROP OFF

Dear Parents and Guardians,

In order to keep all students, families and staff safe, I ask that you review the parking and drop-off/pick-up guidelines below:

- \* DO NOT ENTER the main lane in front of the school. This is considered a fire lane and for BUSES ONLY at drop-off (9:00am–9:45am) and pick-up (3:30–4:20pm) times.
- \* If entering (outside drop-off and pick-up times) please follow the arrows if using the lane at the front of the building. Please do not enter through the NO ENTRY sign near the Daycare.
- \* The designated parking lot is for STAFF ONLY. There is parking along the streets around the school for parents. Read signs posted to ensure you are parking legally.
- \* Please remember that Accessible parking (at the side) is reserved for individuals with the appropriate permit. These spots are not to be used for idling or for brief stops. Under no circumstance should cars without the accessible parking permit use these spots. Please be respectful and model this when picking up your child/children.
- \* Please be patient, at drop-off and pick-up as this can take 10-15 minutes depending on the weather

A reminder that our school grounds are open from 9:15 until 9:30 when our instructional bell rings. Teachers, Early Childhood Educators and Educational Assistants are ready to assist and support students during this time. As always, we encourage students who live close by to walk to school, this will cut down on the congestion in our parking lot.

Thank you for your continued support and attention to this matter. Student safety is always our number one priority!

Mrs. T. Nelson  
Principal

Louise Van der Put  
Vice Principal