

SAFETY during PREP Class Times

Because our children are so important to us, we are going to implement a new course of action while they are in the school building for classes. Our goal is to be safe. We apologize for any inconvenience this may initially cause.

Thank you for your cooperation.

~ Mrs. Kathy Thomas, DRE

Beginning on Sunday, November 5th, and continuing on through the end of the PREP calendar year, the following routine will exist:

1. Children, catechists, all volunteers and visitors are to enter and exit the building by the front door **ONLY**.
2. The front door will be locked approximately 5 minutes after classes are to begin and will remain locked until about 5 minutes prior to classes ending.
3. Children being dropped off late must now be accompanied by a parent or other responsible party. Come to the front door of the school and press the intercom button to the right of the door. Please wait a moment and then pull on the center door as instructed by the person manning the intercom system. The person sitting at the desk in the lobby will **not** open the door for anyone.
4. Children to be picked up early for any reason are to come with a note for their teacher. They will be dismissed to wait for you in the PREP Office. You cannot just go to the classroom to get your child. Again, you will have to be buzzed in to gain entrance to the school.