



MELROSE ELEMENTARY SCHOOL

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Melrose, Florida 32666

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Montez Wynn
Principal

Sherri Siebert
Assistant Principal

Welcome Back. It is great to see everyone. We hope you had a great summer!

This notice is about "Pick-up" information and parking....

We ask that you please follow the directions below. There will be persons helping direct you on the first day of school, please be courteous and patient with them, they are there to help ease the congestion. If you plan on getting out of your vehicle we respectfully request that you park in a parking space and walk up to the designated areas and wait for your child. Please do not gather right in front of the gym where teachers and classes will make a left turn as this causes a backup of the teachers and students. If you prefer to remain in your vehicle you may use the "flow/emergency" lane nearest the sidewalk. However, it is extremely important that you remain in your vehicle and allow sufficient room for the car in front of you to exit so that you may pull ahead to pick up your child. We need to eliminate the second flow lane to keep a lane open for emergencies, for you to exit your parking space, or for you to exit the flow lane and leave the school once you have picked up your child. We appreciate everyone's cooperation to make this a quick and smooth process. Below is some helpful information for you:

Please note the following pick-up areas:

Pre-K, Kindergarten, and First Grade students need to be picked up in the "front" parking lot (entrance off State Road 26).

Second through Fifth Grade students need to be picked up in the "west circle/loop" drive (entrance off State Road 21)

If you should have a child in the upper and lower grades, please pick them up in the front entrance.

Please note the following pick-up times:

Pre-K, Kindergarten, Second, and Third grades will be released at 3:25 PM.

First, Fourth, and Fifth grades will be released at 3:30 PM.

If you plan to arrive at the appropriate times, you will not need to wait so long in the "flow/emergency" lane to pick up your child.

As a reminder we are asking that there be NO CHECKOUT of students between 3:00 PM - 3:30 PM unless you have an appointment or emergency!

Thank you for your assistance with this and we hop to have a smooth and fun year!