

# DEER PARK UNION FREE SCHOOL DISTRICT

## John F. Kennedy Intermediate School

101 Lake Avenue  
Deer Park, New York 11729  
Main Office: (631) 274-4300 • Fax (631) 274-4301

Susan M. Bonner  
Principal

January 2019

Kelly Benson  
Shaun McLeod  
Associate Principals

Dear Parents:

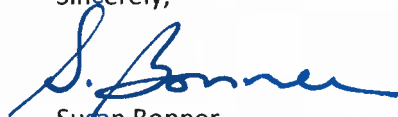
To protect our students and staff, we ask that all John F. Kennedy Intermediate School parents, guests and visitors use the following procedures:

- Please call ahead at telephone number **274-4331** to inform the school of your visit, if needed make an appointment and/or if your child needs to be picked up if the school has not had prior notification.
- Upon arrival, please show a **Valid Photo ID**, state the purpose of your visit at which time the visitation will be verified.
- All morning and afternoon drop offs and pickups of walkers will continue on the east side circle.
- If you are picking up your child early please pick them up prior to **2:40 p.m.** If you are unable to, then please pick up at the walker circle or after 3:15 at the Main office. This will help us alleviate the congestion and safety in the lobby.
- All classrooms are locked at the end of the day by the teachers. Any student who has forgotten any item must come back to the school **no later than 3:30 p.m.** All children must be accompanied into the building by a parent.
- Please remember to have your child pack everything needed for school. When dropping off items to school we will not call a classroom and interrupt instruction, which may cause a delay in getting your child their items.
- Remember to check with your classroom teachers about parties and protocols for such prior to dropping off food items.

Please note that outside doors will be locked at all times during the school day during the school day after the bell rings each morning.

We realize that these security procedures may be somewhat inconvenient for parents, students and staff. However, it is necessary for us to take these special precautions to protect our children.

Sincerely,



Susan Bonner  
Principal

SB: dc