

Webb Elementary School
2100 Woodward Heights, Ferndale, MI 48220
248.658.5902

Dear Parents,

September, 2011

Because of the traffic congestion in the Webb parking lot at arrival and dismissal times I need your help! In order to provide a safe environment for children and to alleviate as much traffic congestion as possible, please read and follow these guidelines.

In the morning:

1. Follow the directions of the parking lot supervisors.
2. Enter the parking lot only through the west drive as indicated by the signs.
3. Do not park in the circular drive, designated walkways, or bus drop off.
4. Use the lane closest to the building for dropping off students.
5. Pull up as far as possible to drop off students.
6. Encourage students to exit your car quickly and safely from the right side of the car only.
7. Do not cut other vehicles off. Be a courtesy driver!
8. Give pedestrians the right of way.
9. You **MUST** park your vehicle if you want to watch your child enter the building, or while they are standing in line.

In the afternoon:

1. Follow the directions of the parking lot supervisors.
2. Park in the lot. Meet your child/children at a prearranged location and walk them to your car. Do not have them walk by themselves to your car in the lot. Drivers backing up may not see them.
3. Remember that the playground is unsupervised and is off limits to students at dismissal time. Do not have them meet you there.
4. Consider parking on a side street and having your child walk to the car. Remember we do have a City of Ferndale Crossing Guard to help children cross Woodward Heights.
5. If someone else, such as an older sibling or grandparent, is picking up your child, please share this information with him or her.

Also, since children are not always paying attention, it is very important that adults are! Therefore, **please do not use your cell phone while driving near the school.**

Sincerely,
Mr. James J. Knapp
Principal

Please sign, detach, and return by Friday, September 9, 2011

Child's Name

Teacher Name

I have read the school's rules as they relate to the Webb parking lot.

Parent/Guardian Signature

Date