



# Berkeley Township School District

**Berkeley Township Elementary School**

**10 Emory Ave.**

**Bayville, NJ 08721**

**(732) 269-2909**

MR. JAMES D. ROSELLI





PRINCIPAL

September 2010

To the Parents/Guardians of Fifth & Sixth Grade Students:

As we are approaching our first official day of school on Tuesday, September 7, 2010, it is imperative that parents/guardians understand the proper procedure for parent drop-off and pick-up at the Berkeley Township Elementary School.

We have listed the procedures below that need to be followed to ensure the safety and well-being of all the students here at Berkeley Township Elementary School.

-  Parents/Guardians driving students to school must utilize the parent entrance. (It is important that parents follow the arrows around the perimeter of the parking lot and drop off students at the stop sign located adjacent to the entrance of the south wing. Please do not park in the lot and allow your child to walk between cars in the parking lot.)
-  Emory Avenue is to be used by **BUSES ONLY** during drop off (7:20-7:40 a.m.) and pick-up (1:35-1:55 p.m.) times.
-  Parents/Guardians dropping off students after 7:25 a.m. are to utilize the Emory Avenue entrance and students must check in with the main office and pick up a late pass.
-  Finally, we are strongly recommending that no parents/guardians allow their child to walk or ride a bike to school. Route 9 and Station Road are very busy and highly traveled roads.

The Berkeley Township School District will be providing transportation for every student attending the Berkeley Township Elementary School. If you have any questions/concerns regarding this procedure or your child's bus pass, please do not hesitate to contact Jeri Kerrigan, Transportation Supervisor, at (732) 269-1302.

Sincerely,

James D. Roselli  
Principal

**Together Everyone Achieves More**