



Falconer Central School District

2 East Avenue N., Falconer, NY 14733

Phone: (716)665-6624 Fax: (716)665-9265

Superintendent: Stephen Penhollow

Falconer High School Principal: Jeffrey Jordan

Falconer Middle School Principal: Terry English

Director of Instruction: Judith Roach

Fenner Elementary Principal: Gary Gilbert

Temple Elementary Principal: Holly Hannon

Director of Special Education: Julie Widen

August 2019

Dear Fenner Elementary Families,

At H.C. Fenner Elementary, we want to ensure the safety of every student and to have a smooth process for student arrival and dismissal. To have a safe and efficient process, we ask that you follow these procedures. Please take a look at the enclosed map, as exiting the parking lot has changed from previous years.

Drop-Off Procedures

Students should arrive at 7:15 a.m. or later as our doors open at 7:29 a.m. Please pull up as far as you can along the sidewalk and have your child exit your vehicle from the passenger side. Your child should exit your vehicle as soon as you pull up — please no parking or waiting in your car along the sidewalk. If you are going to wait or need to come into the school, please park in the parking lot and walk your child to the entrance.

Students Who Walk

The doors at Fenner Elementary do not open up until 7:29 am. Students should arrive at 7:15 a.m. or later.

Pick-Up Procedures

Students will be picked up along the sidewalk in front of the school. Please pull up as far as you can along the sidewalk. Students will be dismissed through the main entrance and walk to your vehicle. There is no parking along the sidewalk at this time. If you need to come into the building to get your child, please park in the parking lot.

We will also be staggering student dismissal. Students who ride the bus will be dismissed first. Next, students who get picked up. Finally, students who walk home will be dismissed.

If you have any questions or concerns, please email me at ggilbert@falconersd.org or give me a call at 665-6627.

Sincerely,
Gary Gilbert, Principal H.C. Fenner Elementary



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