



Maple Hill Elementary School

KIDS FIRST...Every Student, Every Day

1350 Maple Hill Road • Diamond Bar, CA 91765
(909) 861-6224



Dear Maple Hill Families,

It is our upmost priority to ensure the safety of our students. Therefore, we are revising our procedures for **dismissal on rainy days**. In the past, we have dismissed students from the front office, so that they weren't exposed to the rain while walking to their gates. However, dismissing 500 plus students into a small courtyard to hundreds of awaiting parents with umbrellas, is not safe. We have too many people in one small area and this can be stressful for all parties involved.

Starting now, we will be dismissing the students in the following manner:

TK and Kindergarten: Students will wait in their classroom and the parent will meet them in the classroom for pick up.

1st Grade: First graders will exit out of their normal gate.

2nd Grade: Second graders will exit out of their normal gate.

3rd Grade and SEIC: Third graders and SEIC students will exit out of the front office.

4th and 5th: Fourth and Fifth graders will exit out of their normal gate.

Students will be escorted by their teachers through the hallway corridors to get to their dismissal gate. Walking in the hallway corridors, as opposed to walking the exterior of the school, will provide the students shelter from the rain until they get to their dismissal gate.

Thank you for your patience as we implement this new procedure for rainy days.

Sincerely,

Ms. Morris

Principal of Maple Hill Elementary