

# ALLAMUCHY TOWNSHIP SCHOOL DISTRICT

P.O. BOX J

ALLAMUCHY, NJ 07820

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Ms. Jennifer Gallegly  
Principal - ATS

Mr. Joseph Flynn  
Superintendent

Ms. Melissa Sabol  
Principal - MVS

November 27, 2019

## **RE: Winter Bus Procedures and Reminders**

Dear Allamuchy Parents and Guardians,

My hope is that you and your family are getting ready for the upcoming Thanksgiving Weekend. We are moving into the winter months and we need to prepare for the challenging weather that is in front of us. With that being said, we would like to remind our school community of bus procedures and what steps the district takes to communicate school delays, early dismissals or closings due to inclement weather, as well as the precautions taken to ensure student safety at bus stops.

**NOTE – The district implemented a 2 hour delay this year, should inclement weather warrant delaying the start of school.**

### **Allamuchy Township School:**

#### **Morning Arrival/Afternoon Departure:**

- The bus lane is closed to through traffic during morning drop off hours
- If you are parking and walking your child(ren) into the building:
  - Please use a designated parking space
  - Please use the designated crosswalks
  - *Please do not cross between buses, please use the crosswalks*
- If you are dropping students off:
  - Please drop your students by the gym doors:
    - Students in grades 3-5 may walk through the interior of the building to get to the cafeteria
    - Students in grades 6-8 are to report to the GYM

**Late Bus at ATS:** When buses are in the bus lane, please utilize the second entrance and parking lot. Do not enter the bus lane when the bus is present. Students are dismissed from afterschool activities at 4:20 PM, and the late bus will depart shortly thereafter.

### **Mountain Villa School:**

#### **Morning Arrival/Afternoon Departure:**

- The bus lane is closed to through traffic during morning drop off hours
- If you are dropping your child(ren) off, you must park and walk them to the Great Room entrance:
  - Please use a designated parking space:
    - When using spaces adjacent to the center island, please be aware that there is oncoming bus traffic utilizing the bus lane
    - Please avoid positioning cars between the buses
  - Please use the designated crosswalks

- Please do not cross between buses, and pedestrian traffic must wait for buses to pass before crossing the bus lane

**Bus Stop Drop Off and Pick-Up:**

- Students should be standing at the bus stop a few minutes prior to the bus arrival to ensure timely pick-ups at each stop and prevent students from being in dangerous circumstances
- When parking your vehicle at the bus stop, please be alert when leaving the bus stop to minimize dangerous situations
- Parents should stand with K-2 students until the bus arrives as well as be at the bus stop for student pick-up in the afternoon. If an adult is not present, the student will return to school

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**School Closure Information:** When a decision is made, it is immediately posted on the school district website (<http://www.aes.k12.nj.us>), distributed via our Honeywell Instant Alert system, and will be tweeted out on the District Twitter Account, that handle is @atsdschools.

It is also announced on WRNJ (1510 AM). Parents may check the “School Closing Information” option on the automated school telephone line (908-852-1894) by pressing option 9. It is always a good idea for members of our school community to log-in to our Honeywell Instant Alert system to check your contact information.

Thank you for your anticipated and continued cooperation. Should you have any questions please feel free to contact me.

Yours in education,



Joseph E. Flynn  
Superintendent