

# **SECURITY REMINDERS FOR ALL PARENTS AND VISITORS**

Miami Lakes K-8 Center is grateful for the support that parents, relatives and community members provide for the school. We must work together to maintain a safe learning environment.

*For security purposes, we are asking all school volunteers and visitors to adhere to the following guidelines:*

- **Parents should drop-off and pick-up students by using the car loops.** The PLC car loop entrance is on White Oak Drive and the main building car loop entrance is on 67th Avenue. **Please do not drop-off your child on the street or in a parking lot.**
- **Parents/visitors cannot park in the staff parking lots, in designated bus loading zones, or on neighbor's swales.** Please use parking spaces around our campus.
- Parents walking their child to/from school must wait in front of the PLC or MLC and be there **at** dismissal for parent pick-up.
- Parents who desire to volunteer/chaperone must submit a volunteer application and be cleared by the M-DCPS Volunteer office **before** volunteering. If you have already completed a form, you **DO NOT** need to complete another one.
- **ALL** volunteers/visitors must report to the office **first**, present photo I.D. **each time any building is entered**, and wear a Volunteer/Visitor's Pass at all times.
- Emergency contact information must be kept current. Please come by the office if you need to make any changes to your address or telephone number.
- **Early Pick-up** - Parents must arrive no later than 30 minutes before dismissal if child needs to be signed out for a doctor's appointment. Students will only be released to persons previously authorized on the Emergency Contact Card.
- Students who walk home **should walk directly home at designated dismissal time.**