

RILEY ELEMENTARY

LETTER FROM THE PRINCIPAL



August 24, 2016

This week's theme: Building safety and security

Dear Parents,

You will likely notice some of the security measures that we and other schools have taken to keep your children safe. The goal is to not restrict you from visiting the school. In fact, we love when you are here! We simply want to ensure that everyone coming to Riley is a designated visitor and that we know who is in the building at all times.

We lock the front doors all day. We have a new system shared by schools such as Wasatch and Uintah that requires individuals wishing to enter to push a buzzer. We will then be able to see who is requesting access to the building. The person, if a legitimate visitor, will be "buzzed" in. This system really is the wave of the future. You will probably see more schools using it to keep the student body safe in years to come.

All parents, even once they are buzzed in, must check in at the front office. Every person in our building should be wearing proper identification. Our faculty and staff have badges. All visitors, including parents, should have a visitor pass. You can get your visitor pass when you come to the office.

We ask you to designate an after school meeting place outside. At the end of the day, our teachers kindly walk your children outside of the building. This helps to reduce the confusion at the end of the day and helps keep order. If you and your children can agree on a spot where you will meet after school every day, this will help with our dismissal process. Students in the after school program will be dismissed to go to the cafeteria at the end of the school day.

Schedule a time to meet with your child's teacher. You can make an appointment with a teacher to discuss your child's progress. We would encourage that! E-mail or leave a voice mail for your child's teacher and they will get back to you with some available times. Information about contacting a teacher was included on their disclosure document that you received on back-to-school night. Teachers also should have indicated some "office hours" on their disclosures when they would be available to meet with you by appointment or drop in.

If you have any questions or concerns, please call me at 801-974-8310 or send me an email at james.martin@slcschools.org.

Sincerely,

Dr. Martin