



**WEST END MEMORIAL SCHOOL**

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Vincent Myers, Principal  
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October 11, 2011

Dear Parents/Guardians:

On Monday, October 31, we will have our annual Halloween parade. School will be dismissed at regular time – 3:00 p.m. Lunches will still be provided and end at 1:25. You are encouraged to make arrangements to have your child change into their costume at home. Pickup time for students changing at home will be at 1:30. The parade will begin **promptly at 2:20**. Please allow enough time for your child to return to their class to take part in the parade. Following the parade, a brief snack will be provided in the classroom. There will be alternate activities in the Library for those students who do not wish to take part in the scheduled activities.

I am concerned about the amount of violence that children are exposed to in the media on a daily basis. **Costumes that employ the use of weapons such as guns, knives, swords, and ninja stars are not permitted to be brought into school.**

My goal is to continue this traditionally fun time by offering options without compromising safety and security. Therefore, for planning purposes, it is essential that the response sheets be returned by Monday, October 24<sup>th</sup>.

The staff at West End Memorial School thanks you for your support.

Sincerely,

Vincent Myers  
Principal

Please return by October 24, 2011

Student's Name: \_\_\_\_\_ Teacher: \_\_\_\_\_

\_\_\_\_\_ Yes, **I will** be signing out at 1:30 to prepare for the Halloween Parade.

Pick Up Name: \_\_\_\_\_ Pick Up Number: \_\_\_\_\_

**If your child is being picked up, he/she must be picked up by the above mentioned "pick-up name," otherwise the student will not be permitted to leave.**

\_\_\_\_\_ No, I **will not** be signing out to prepare for the Halloween Parade.

\_\_\_\_\_ Due to personal or religious beliefs, I will be **signing out** at 1:30.

\_\_\_\_\_ Due to personal or religious beliefs, my child will be staying **but will not** be participating in the scheduled activities.

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

# Halloween Parade Route

The Halloween Parade will be held in the front of the school on the Queen Street side. Students will exit through the main entrance and walk down the new side walk along the building. From the sidewalk, they will turn left on Queen Street heading toward the primary doors.

Once students reach the crosswalk by the primary wing, they will turn and go back down Queen heading toward Jackson. The students will cross at the crosswalk along the intersection of Queen and Jackson and proceed back to the building. Once they reach the front entrance, they will return inside the building through the main entrance.

Parents may view the parade on both sides of Queen Street. The parade will begin promptly at 2:20.

Upon the conclusion of the parade, students, teachers and room parents (two per class) will enter the classroom to have a small snack. For security reasons, only two parents from each class may enter the building.

