



Austin T. Levy School

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Dear Preschool Families:

Austin T. Levy School will be holding its Third Annual **“Someone Special Day”** on the Friday before Memorial Day, **May 27, 2016**. This is always such an exciting event, and we can’t wait to welcome all our families again!

All our preschool children are asked to attend the morning session of preschool on this very special day, so that they will have the opportunity to participate in our celebration and invite “someone special” to share brunch with them afterward.

Morning students will arrive at school at the usual time, 8:45. Afternoon students should arrive with their guests at 9:15 and come to the preschool entrance to meet teachers. The Memorial Day Celebration will begin at 9:30. Brunch will follow at about 10:15, and end at 11:15. Each student or his/her guest will be responsible for bringing in meals for **BOTH** to enjoy. Please feel free to bring lawn chairs or blankets, as we will be eating outside, weather permitting.

Invited guests will be asked to report to classroom teachers at the conclusion of the celebration to sign students out for brunch and dismissal - please report to the preschool ramp area and **locate your child’s teacher**.

Guests and students will be matched up by school staff and then proceed to the school grounds to eat. **Students are free to leave school for the day with their brunch guests**, once they have been signed out with the classroom teacher. For the safety of our children, **ALL students must be picked up in designated areas and signed out with teachers**.

Please note that students will **NOT** be returning to their classrooms after brunch, and it will not be necessary to send a backpack to school that day. **There will not be an afternoon preschool session**, as all children from both sessions will be joining in the morning festivities!

RECAP:

- Brunch will be held from about 10:15 – 11:15 on Friday, May 27th.
- Guests should arrive by 9:30 for the Memorial Day Celebration and meet students at the preschool ramp immediately following.
- Please carpool if possible.
- Parking at school will be limited to the **side lot only**. Main Street and Chapel Street may be used for parking. Parking will also be available in the municipal lots near the Jesse Smith Library.
- In the event of rain, the Memorial Day Celebration and brunch will be rescheduled for Tuesday, May 31st. A phone and email alert message will be sent on Thursday evening if the event is going to be postponed.
- **Students must remain with their guests at ALL times once they have been signed out.** Playground equipment is off limits.
- There will be **NO AFTERNOON SESSION OF PRESCHOOL ON MAY 27th**.

Parents and guardians are asked to please **completely** fill out and sign the attached form and return it to school no later than next **MONDAY, MAY 9th**.

Thank you in advance for your cooperation. We’re looking forward to a wonderful day!

