



VERPLANCK ELEMENTARY SCHOOL
126 OLCOTT STREET
MANCHESTER, CT 06040

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"You are entering the doors of successful scholars"

Nicolas Jones, Jr. - Principal

Mr. Matthew Geary
Superintendent of Schools
860-647-3441

Mrs. Patricia F. Brooks
Assistant to the Superintendent
Finance and Management
860-647-3445

Dr. Amy F. Radikas
Assistant Superintendent
Curriculum and Instruction
860-647-3447

Mrs. Shelly Matfess
Assistant Superintendent
Pupil Personnel Services
860-647-3448

AFTERNOON DISMISSAL

To ensure the safety of our scholars, families and staff these expectations will apply to afternoon dismissal from the designated doors. Kindergarten ONLY will dismiss from the classrooms.

Important Change

For security purposes no one from the outside will be allowed in the building except for Kindergarten parents.

Pick-up Procedures:

- Families will wait near the designated doors. Grades 1 (except Mrs. Redman class they will dismiss from under the "Verplanck Sign" entrance and grade 2 from the primary door(door facing Olcott st); 3rd grade will dismiss from the exit facing the back of the school; grades 4-5 will dismiss from the side entrance (door facing the playscape)
- Teachers will dismiss students to the authorized individual
- Only busses are allowed in the Semi-Circle at dismissal

IMPORTANT SAFETY CONSIDERATIONS

- Walk on all sidewalks
- **No cars are allowed in the semi-circle**

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