

IMPORTANT INFORMATION REGARDING HALLOWEEN

October 18, 2019

Dear Galewood Parent/Guardian,

I wish to thank the community members who provided input and thoughts regarding the celebration of Halloween this year at Galewood School. Know that I appreciate the many varying perspectives of those who reached out to either me at school, via district officials, or through social media. Though we planned to recognize and celebrate the "holiday" smaller scale, we recognize the importance of the holiday to families. As such, we are reaching out to share new information pertaining to Halloween.

As was done last year, Galewood School will hold small classroom gatherings having an educational focus. "Parties" will be at the discretion of each teacher. Additionally, we will host a Halloween costume parade. **The parade will be held from 9:15 – 9:45 AM.** Classroom events will be held at differing times throughout the course of the morning so as to ensure a safe and orderly learning environment.

Please see the reverse of this letter for the specifics, as well as pay close attention to information shared via your child's classroom teacher in the next few days.

We are counting on the weather cooperating so that our parade can be held outdoors. Students will exit the building via the gymnasium doors, make their way along the "Kiss and Drop" zone, travel through the bus loop and return to the building by way of the entrance closet to the RR tracks. **Spectators may view the parade out-of-doors at any point along the above-listed route.** Should the weather be rainy, the parade will be held indoors and progress throughout the corridors to the gym. For safety and security reasons, spectators will need to enter the gymnasium via the entrance adjacent to the "Kiss and Drop" zone, gather within the gym, and do so close to the walls. Students will parade through the gym, making a wide loop, prior to returning to their classrooms.

Please note that **parents/visitors who were contacted by classroom teachers to remain after the parade in order to volunteer within the classroom will be required to visit the "sign in" table located outside of the Main Entrance (weather permitting) or gym (if rain) in order to sign into the building.** Completed background checks, with clearance granted, are required of all volunteers per district policy.

As Halloween approaches, we wish to express that your child's safety is our first concern. We urge you to guide their selection of costumes and accessories in a manner that will assure their own vision and their visibility to others. Because we believe **toy guns and other paraphernalia that encourage violence are inappropriate for children in school, children may not bring these items with them.** If brought to school, these items will be confiscated and the student(s) will not be able to partake in the parade. Additionally, **masks may only be worn on tops of heads and not on their faces.** In selecting costumes that are safe, non-offensive, and non-violent, you are taking an active role in your child's safety and well-being. We thank you for your pro-active approach!

- OVER PLEASE -

******* IMPORTANT NOTES *******

All persons visiting Galewood, volunteering within the classrooms and wishing to attend classroom/building functions **MUST undergo a background check**, and receive clearance. Forms are available within the Main Office, and must be signed in front of a school official. A Driver's License must also be presented at the time of submission. Background checks **take several weeks to process**. As such, we cannot guarantee that checks will be completed prior to Halloween.

Children should wear their costume to school. As the parade is set to take place directly after breakfast, students will not have time to change into them. Please note that your child will wear his/her costume for the duration of the school day including while at recess and lunch.

We believe **toy guns and other paraphernalia that encourage violence are inappropriate for children in school. As such, children may not bring these items with them**. If brought to school, these items will be taken and the student(s) will not be able to partake in the parade.

Due to limited visibility, **masks may only be worn on top of the head** and not cover the face.

Teachers will pre-arrange classroom volunteers directly with the volunteer and contact those persons directly.

Teachers will hold classroom "parties" at their discretion.

Should you not want your child participating in any Halloween activities, please inform your child's teacher in advance of Friday, October 25th. Students not able to partake will engage in other activities within other classrooms.

We hope everyone has a happy and safe Halloween.

Sincerely,

Steve Chartier
Principal