

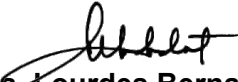


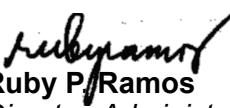
De La Salle Santiago Zobel School

Ayala Alabang Village, Muntinlupa City, Philippines 1780, Tel. No.: 8771-DLSZ Website: www.dlszobel.edu.ph

DATE : **July 22, 2022**

TO : **Parents of Students in Pre-K to Grade 4**

FROM : 
Ms. Lourdes Bernardo-Mabalot
Head, Safety & Security Office (SSO)

NOTED BY : 
Ruby P. Ramos
Director, Administrative Services Department (ASD)

RE : **SSO BULLETIN # 2022-04:
Quick Drop-off & Pick-up of Children in the Classroom
from July 25-29 only, Pre-K to Grade 4**

Lasallian Greetings!

In due acknowledgment of numerous requests on the need to accompany our children (Pre-K to Grade 4 only) to their respective classrooms on the first week of classes (July 25-29), we shall accommodate this, **following the strict guidelines below:**

During Drop-off:

1. For Alabang Campus, no vehicles are allowed to idle/wait along University Avenue and Multipurpose Driveway. Parents must either have an accompanying driver to drop him/her off or they must have arranged parking elsewhere to be able to bring his/her child/ren to the classroom. Please understand that Traffic Violation Report applies to those who shall not comply, for us to run a smooth flow of vehicular and foot traffic, as well as crowd control without compromising the standard safety protocols.
2. For Vermosa Campus, you may park in our designated parking area before accompanying your child/ren/ward to his/her classroom.
3. Only one (1) parent must bring his/her child/ren to the classroom.
4. Show *Vaccination Card* to the guard upon entry.
5. Leave immediately after bringing your child/ren to the classroom. Parents are heavily discouraged to loiter around, gather together with other parents and engage in mini conferences with advisers and parents no matter how quick.
6. Follow the foot traffic to ensure that standard safety protocols are in place. Always keep right.

During Pick-up:

1. Follow items 1-6, as applicable.
2. Parents shall be allowed entry in batches to ensure physical distancing and to manage influx of parents coming in.

Starting August onwards:

1. No more parents/guardians/yayas/drivers/fetchers will be allowed inside the Alabang and Vermosa campuses (Br Miguel and Br Felix Halls for Lower Grades and St. La Salle for the Upper Grades and JHS) except for official transactions on confirmed appointments. There are no waiting areas for fetchers, as well. For Alabang campus, only fetchers of Pre-K and Kinder will be allowed to enter at Gate 7 on foot, to proceed and wait at the entrance of Kinder building (Br Andrew Gonzalez Hall).



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2. Alabang Campus

- a. During drop-off, please be mindful that only students can get off your vehicles. It will be best if your child brings with him/her a light carry-on bags for ease and convenience. Please understand that even seconds of delay is enough to cause a long queue of cars behind you. Only the outer lane along University Avenue (DLSZ perimeter) shall be dedicated to this quick drop-off. Inner lanes are for moving vehicles only.
- b. During dismissal/pick up, students will be brought to the Multipurpose Hall, Courtyard, Satellite Canteen and Gate 6 Lobby while waiting for their fetchers. It is best that you agree with your child/ren/wards on which waiting area he/she should wait and for added safety, it is better to fetch your children/wards on time.

3. Vermosa Campus

During dismissal/pick-up, the advisers will bring the students in the Lower Grades Lobby to be fetched by their parents/guardians.

As how our HRMOD Director puts it, *"Everyone's health and safety are all in our hands. Let us exercise our duties."*

Thank you, and welcome back!