

# Delburne Centralized School

Box 280, Delburne, AB. T0M 0V0

Phone (403) 749-3838 Fax (403) 749-3012

[www.delburneschool.ca](http://www.delburneschool.ca) [www.facebook.com/delburneschool](https://www.facebook.com/delburneschool)

**December 2, 2024**

Dear Parents and Guardians,

In conjunction with the Transportation Department at Chinook's Edge School Division, we have developed a plan to enhance the safety and efficiency of our student drop-off and pick-up process. Our school division has asked us to relocate the parent drop-off and pick-up area to a different parking lot effective **Monday, December 9, 2024**. This change aims to ensure the safety of all students while at the same time eliminating traffic flow around the buses.

## **New Parent Pick-Up and Drop-off Location and Expectations**

Starting on **Monday, December 9, 2024**, all individuals dropping off or picking up students with personal vehicles are asked to use the northwest parking lot (by the office entrance). All traffic will be moving in a one-way, counterclockwise direction. Please note that there will be NO parking along the chainlink fence to the west of the K - 3 playground. In the spring, there will be a new sidewalk that runs along the fence line (north to south). This will create an extended area for curbside drop-off and pick-up. There will be two options for parent pick-up and drop-off.

**Option 1:** Parents will park in the middle section of the designated northwest parking lot, and walk their child(ren) to the sidewalk to ensure they safely get from their vehicle to the school.

**OR**

**Option 2:** Parents can use the northwest drop-off loop for a curb-side drop-off/ pick-up for their child(ren). However, it is important that this remains a quick drop-and-go process, with parents staying in their vehicles to ensure smooth traffic flow.

**\*\*Please note that student parking will be on the far west portion of the northwest parking lot. We ask that parents do not enter this area.**

## **Important Reminders**

- All students are asked to use their regular designated doors to enter and leave the building. If morning drop-off is past 8:40 a.m., please have your child use the office doors at the front of the school.
- Staff members and Chinook's Edge Transportation personnel will be present to guide you through the new procedures and ensure a smooth transition.
- There will be new signage put up in various locations throughout the parking lots.
- **\*\*NO PARENTS WILL BE PERMITTED IN THE BUS LOOP AREA**
- **\*\*NO UNAUTHORIZED VEHICLES WILL BE PERMITTED IN THE HANDICAPPED PARKING AREA**

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## **High School Parking**

Our high school students will continue to park in the northwest parking lot. We have extended the parking lot to the west. The high school students will have their own parking lot and are asked to park within this area. They will enter and exit the same approach as the parents but are asked to not drive through the parent loop of the parking lot.

## **Why the Change**

We are making this change, to ensure the safety and efficiency of our student drop-off and pick-up process. Our previous pick-up and drop-off area has become congested, creating potential hazards for students and parents alike. By relocating parent vehicles away from the regular bus loop, we aim to reduce congestion and ensure a safer environment for everyone.

## **Thank You!**

We understand that change can sometimes be challenging, but we appreciate your cooperation and patience as we make this transition. Your partnership in helping us maintain a safe school environment is invaluable.

If you have any questions or concerns regarding this new procedure, please feel free to contact the school office at (403) 749-3838 or the Chinook's Edge Transportation Office at (403) 227-7072

Thank you for your support in keeping our students safe.

Warm regards,

Shawn Russell, Associate Superintendent, Chinook's Edge School Division  
Corinne Varga, Director of Transportation, Chinook's Edge School Division  
Darrel Dyvig, Director of Facility Services, Chinook's Edge School Division  
Jocelyn Pennock, Delburne School Principal  
Tricia Simpson, Delburne School Vice Principal

