



THE NEW YORK CITY DEPARTMENT OF EDUCATION, DISTRICT 28

P.S. 117

Achieving Excellence Together

Magnet School for Theater Arts & Music Through Technology

85-15 143rd Street • Briarwood, New York 11435

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Paula Cunningham, Principal

Denise Banas', Assistant Principal ♦ Jane Indelicato, Assistant Principal ♦ Tara Malagoli, Assistant Principal, I.A.

Important Arrival/Dismissal Time Change

September 2010

Dear Parents/Guardians:

Beginning on September 8, 2010, the first day of school, our official school hours will change. The official day will begin and end as follows:

**Our official school hours are
Monday to Friday from 8:00 A.M. to 2:20 P.M.**

**Mandated Students Only Attend
Extended Days on Tuesday & Wednesday
Sessions Begin at 2:20 P.M. - Dismissal at 3:35 P.M.**

SCHOOL OPENING (Morning Arrival)

- ☺ Universal free breakfast is provided and begins at 7:15 A.M and ends at 7:45 A.M.
- ☺ Once your child has entered the building for breakfast they are not permitted to exit the building until dismissal time 2:20 or 3:35 p.m.
- ☺ All K-6 students will report to school at 8:00 A.M. on Monday-Friday. Please make every effort to arrive on time.
- ☺ Exits 6 & 7 will open at 7:50 A.M. for students in grades 2-6 who do not want breakfast.
- ☺ Kindergarten and first grade students will be able to gain entrance to the building at Exit 8 beginning at 7:50 A.M.
- ☺ Bus children and parents who have a scheduled appointment only are allowed to enter the building via the main entrance in the morning.
- ☺ Children entering the building via the main entrance after 8:00 am are LATE for school, with the exception of bus children.
- ☺ If you drive to school, please allow children to exit your car when it safe to do so. Double parking is not allowed and only children will be allowed to enter the school building once the doors are opened.
- ☺ If your child walks to school, please help them to leave your home at a time that will help them get to school at a time when the doors are opened. We don't want children waiting outside in the cold, rain or snow.

Please do not send your children earlier than the times mentioned above. Adult supervision is not available until officially 7:50 A.M. Together, we can make sure all of our children are healthy, arrive safely, and are on time.

Sincerely,

Paula Cunningham
Principal