



John G. Hardin Elementary

"Creating the future, one Scholar at a time."

100 North Avenue D
Burkburnett, Texas 76354

Ph) 940-569-5253
Fx) 940-569-1509

March 26, 2018

Dear Hardin Families,

As a campus, the safety of our students and staff is our number one priority. In order to ensure that our campus is as safe as possible we regularly practice shelter in, fire, and lock down drills and review other safety procedures and protocols. We have determined that it is in the best interest of our students and staff for parents/guardians to check in at the office if they wish to walk their child to class or eat breakfast with their child in the morning prior to the tardy bell and during after school pick up.

Beginning immediately, all visitors on our campus, prior to the start of the school day and at dismissal, will be required to check in at the office with their license or state issued I.D. in order to access the campus building. Additionally, the following changes will take effect immediately:

- The gate and building entrance by the Kinder hallway will not be accessible in the mornings or at pick-up. Please drop your child off at the second grade entrance by the tennis courts. Only students will be able to access the building through the second grade entrance where there is a staff member on duty.
- Kinder students will be escorted to the gate by the portables by their teachers at dismissal. Parents will be able to pick their child up at the gate entrance. If an older sibling who attends Hardin picks up your Kinder or PK student, he/she can walk through the building to the pick up point at the portables for Kinder or directly to the PK classrooms.
- The gate by the Pre-K classrooms will still be open at 7:30 a.m., but only students will be allowed entrance. There will be a staff member at the gate by 7:30 a.m. to ensure PK students get to their classrooms safely. Parents will also be able to pick their PK students up at the PK gate at dismissal.
- Students and adults are still able to access the main entrance of Hardin at the front of the building on Avenue D. However, adults will be required to check in with their state issued license or I.D in order to access other parts of the campus.
- The only accessible entrance for adults at dismissal will be the Avenue D entrance. However, during dismissal parents can still meet their children outside the building at their normal pick up locations.

Please remember that any students who arrive at school after 7:50 must be checked in at the office by a parent/guardian and students in PK-1 must be escorted to class by their parent/guardian.

The safety and security of our students is important, and we appreciate your support in our efforts to make Hardin Elementary a safe and secure environment for your child to learn in. We encourage our families to be part of our campus community and appreciate your understanding in this matter.

Sincerely,

Kendy Johnston