



— CITRON CAMPUS —

SAFETY & SECURITY INFORMATION

Your child's safety is a priority. Our campus is fully secure with a coded front door and surveillance cameras. Please follow the rules and regulations outlined in our campus handbook to insure the safety of all the children who attend our school. We appreciate your cooperation.

CITRON 2011-2012 CAMPUS SECURITY CODE: AVAILABLE UPON REQUEST

Parent Entrance Procedures:

To use the system simply enter the four digit security code followed by the * symbol. The light on the key pad will turn green and the door will unlock.

Visitor Entrance Procedures:

Access to the campus may be gained by pressing the white "talk" button on the intercom, which is located under the keypad. Press the button, release it and wait for a response from a staff member who will assist you.

Please commit the code to your memory and do not share our campus code with anyone. It is important for all of us to be vigilant to keep our campus safe.

Helpful Hints:

- Do not hold the door open for people you do not know
- Do not share the code with your child or allow them to use the key pad
- Do not drop children off in the front of the school (please use Curbside Service) or enter with them
- Children must be accompanied into to school by a parent (minor siblings may not drop-off/pick-up)
- Students in the Early Childhood Program must be signed IN and OUT daily by a parent or authorized adult

Thank you,

Citron Campus Administration & Faculty
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