

## WESTWOOD CHARTER SCHOOL

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Judy Utvich  
Principal

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**To:** New and returning parents of students attending Westwood Charter School

**Subject:** TRAFFIC SAFETY

Due to the severe traffic problems that occur before and after school at our campus, we are requesting your assistance with this potentially dangerous situation, and ask that you to follow these traffic safety guidelines:

- Abide by the no parking zones on the corners of Selby, Mississippi and La Grange. These zones are designated as **drop off and pick up areas only – absolutely no parking is permitted.** Do not leave your vehicle, even if it's simply to walk your child to the school gate. Avoid conversation and lingering, since this contributes to traffic jams. These rules are in effect until 8:30 am and from 2:30 – 3:30 pm.
- Parents volunteer to monitor traffic safety. Please respectfully follow their directions as they are working to protect your children.
- **Never drop your child off in the street.** Pull all the way up to the curb as far as possible in the loading zone. Open the car door on the curbside to allow children to exit or enter your vehicle. Do not allow jay walking – it is dangerous and against the law. Remember, you are teaching your children how to maneuver **safely** in traffic.
- The staff parking lot is **off limits** to all but staff. Do not even ***pull in*** to those driveways.
- Park a block away and walk your children to school if you wish to accompany them into the building.
- Use alternate gates as drop off and pick up points, if possible, to avoid congestion.

The safety of our students is of the utmost importance. Although we all agree in theory, when running late, parents often make exceptions for themselves. What we need, however, is a conscientious application of the above rules. I am sure you will agree that this is a top priority. With a little planning and thoughtfulness in the morning and afternoon, we can make Westwood a safer place.

Thank you for your cooperation.

## Weekly Traffic Duty Schedule

Welcome back to what we hope will be a successful and safe year! For those of you new to the school, we rely on fellow parents to help keep traffic flowing at pick up and drop off times. This requires parents to volunteer for at least one traffic shift per year, per child (whether you drive, walk or bike to school). The shifts are only about 25 minutes long and if done according to guidelines, can be a truly pleasant and gratifying experience. Your class is assigned a week during the year, and your traffic room rep will be in charge of helping everyone sign up for individual shifts. (4/5 classes are assigned two weeks per year, but due to vacation days and a system of combining certain class assignments, doing a repeat duty should be kept to a minimum.)

This year we will use **three parents at morning drop off- and one at afternoon pick up** (as we already have a school staff member helping in the afternoon). In the mornings, we will have one parent unloading students at the main entrance on Selby Avenue, one parent at the Mississippi loading zone, and one parent at the La Grange loading zone. In the afternoon, the parent traffic volunteer will assist our school staff member in keeping the main entrance loading zone (particularly the Mississippi side) clear of parked cars and assist in getting children into their cars quickly and safely.

It is understandable that there are occasions when traffic duty is impossible. However, we need each person to **STILL BE RESPONSIBLE FOR A SHIFT**. That means, if you can't fulfill the shift assigned, you need to find someone to replace you (a friend, a grandparent, a neighbor...). If that is impossible, **YOU NEED TO CONTACT YOUR TRAFFIC ROOM REPRESENTATIVE. IT IS IMPERATIVE THAT EVERY SHIFT IS COVERED!!** Every time our children are loaded out onto the streets around the school, they face potential dangers. An L.A. Times article reported that 500 children are killed every year in *California alone*, on or around school grounds in traffic accidents. Don't let Westwood's children become part of that grim statistic.

We are also trying to assemble a corps of traffic volunteers-people who are willing to fill in occasionally when, due to circumstances beyond one's control, a shift is left uncovered. Please contact the traffic chairperson if you are available to help.

The participation and cooperation of each and every one of you is appreciated!

Sincerely,  
Mary Kopp  
Traffic Chair  
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