
Township of Union Public Schools

Jefferson School

Laura Damato, Principal

November 2017

Dear Parent/Guardian:

The faculty and staff at Jefferson School are pleased to take part in the observance of American Education Week during the week of November 13, 2017. Parents and guardians are invited to visit their child in his/her classroom as per the following schedule:

Tuesday	November 14, 2017	8:30 A.M. – 2:00 P.M.
Wednesday	November 15, 2017	8:30 A.M. – 2:00 P.M.
Thursday	November 16, 2017	8:30 A.M. – 2:00 P.M.

You are welcome to follow your child to all team and special area classes scheduled on the day of your visitation. However, we ask that you limit your visitation to forty-five (45) minutes on any of the visitation days so that everyone will have the opportunity to visit. Your child has been asked to write his/her schedule on the back of this letter for your reference. Parents are required to sign in at the table in the main hallway upon their arrival. A visitor's name tag will be provided at that time.

Please check with your son or daughter regarding his/her schedule so that your visitation will not be interrupted because of lunch. Due to limited space, we are unable to accommodate guests in our school's cafeteria during lunch periods.

In an effort to avoid potential disruptions to our students' instructional program, **please do not bring younger children with you during your classroom visit.** If it is not possible for you to visit without younger children on these days, please contact your child's teacher to make arrangements to visit at another time. Also, please be advised all cell phone use is prohibited during classroom visitation.

We hope that you will visit our school during American Education Week.

Sincerely,



Laura Damato
Principal

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