



Los Angeles Unified School District

Welby Way Charter and Gifted/High Ability Magnet Center Elementary School
A National Blue Ribbon School and A California Distinguished School

23456 Welby Way
West Hills, CA 91307

Telephone: (818) 348-1975 Fax: (818) 704-8726

Dear Welby Way Families,

In order to provide a safe and secure learning environment for our students and staff, we will be instituting some changes with our traffic patterns during drop-off/pick-up and a new secured campus policy. This policy does not prohibit parent involvement and participation. With the unanimous approval of the Governance Council, we are making this effort to maintain a safe campus and increase accountability for those who enter our schoolgrounds.

We will have two informational meetings regarding these changes during the **Back-to-School Event**. Please join us in the **auditorium** on **August 13th** at **2:30** or **3:30 pm** to hear further details of these changes.

We look forward to seeing you on August 13th and wish you a safe and successful school year!

Sincerely,

Helen Kim, Principal



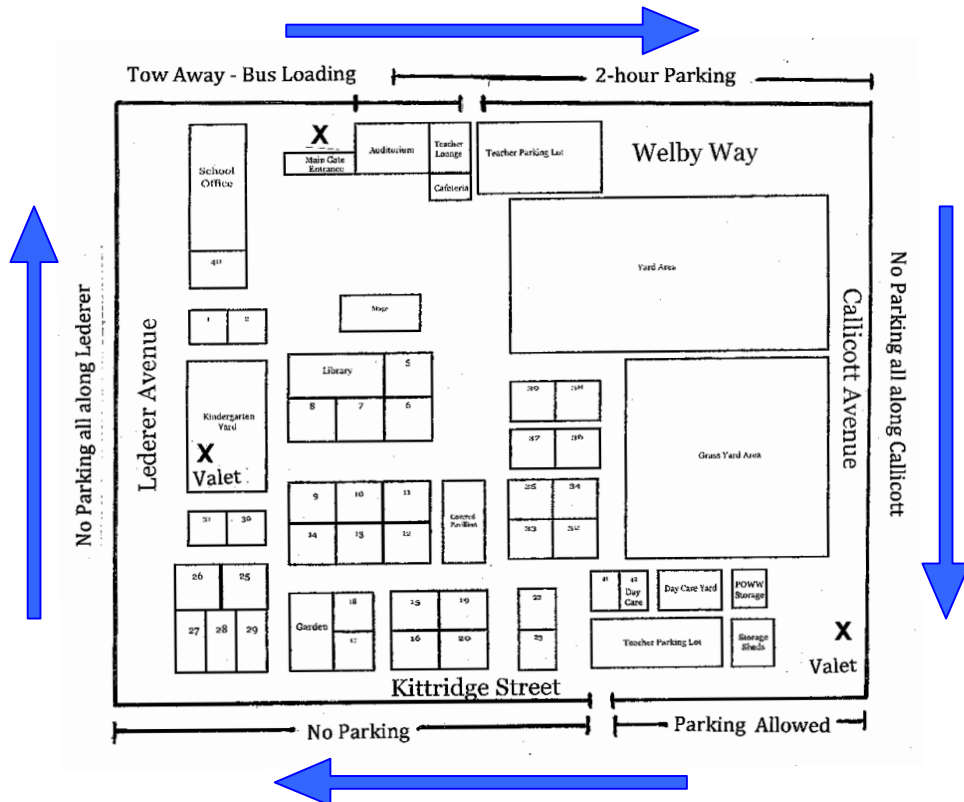
Los Angeles Unified School District

Welby Way Charter and Gifted/High Ability Magnet Center Elementary School
A National Blue Ribbon School and A California Distinguished School

23456 Welby Way
West Hills, CA 91307

Telephone: (818) 348-1975 Fax: (818) 704-8726

Traffic Pattern & Flow



MORNING

- Two Valet Areas are at the Kindergarten gate on Lederer and on Callicott. Once you enter the valet line, drive up and remain in line until traffic volunteers have assisted your child out of the car. Do not exit the valet line from the middle of the line. (*We need traffic volunteers, at least 3 at each valet area! Please sign up with your room parent.*)
- The main gate on Welby Way is open for students who are walking on to campus. There is NO DROP OFF or PICK UP on Welby Way in the Bus Loading/Unloading zone.
- NOTE: Parents/guardians will be allowed on campus during the first 2 weeks of school to escort their children to the line-up area. ***Beginning on Monday, August 27th, parents will drop off their children at one of the 3 open gates.***

AFTERNOON

- Gates will open at approximately 2:30. Parents/guardians may use the same 3 gates to walk on campus and pick up their children.
- Gates will be locked promptly at 2:45, except the main gate on Welby Way.



Los Angeles Unified School District

Welby Way Charter and Gifted/High Ability Magnet Center Elementary School
A National Blue Ribbon School and A California Distinguished School

23456 Welby Way
West Hills, CA 91307

Telephone: (818) 348-1975 Fax: (818) 704-8726

Traffic Rules

Let's work together to make student safety a priority.

- NO PARKING IN VALET AREAS AND BUS ZONE
- NO U-TURNS: FOLLOW TRAFFIC FLOW TO EXIT.
- NO DOUBLE-PARKING: USE THE VALET LINE TO DROP OFF & PICK UP.
- NO PARKING IN STAFF PARKING LOTS
- USE CROSSWALKS AND CROSS AT CORNERS ONLY.
- YOUR CHILD SHOULD EXIT FROM THE STREET SIDE OF YOUR CAR.
- BE CONSIDERATE AND RESPECTFUL IN AND OUT OF YOUR VEHICLE.