

GATEWAY SCHOOL DISTRICT

Evergreen Elementary School

Michael Matteo, Principal

October, 2023

Dear Families,

The activities for our annual Harvest Celebration will take place on Friday, October 27th and will include a parade beginning at 2:00 PM with a classroom party afterward. The student may choose to wear a costume for the parade. The parade route will have the children exiting the building next to the library, re-entering at the side entrance next to the cafeteria. The best location for parents to watch will be outside at the front of the school. In the event of rain, the parade will be held indoors for students only.

Please **DO NOT ENTER THE SCHOOL** unless you are working with the classroom teachers to assist students. Only **APPROVED VOLUNTEERS** will be permitted in the hallways and classrooms during scheduled activities. All volunteers must report to the office with a valid driver's license. It will be scanned and a visitor's badge will be printed for you. Volunteers may go to the homerooms at 1:30 PM.

Once the parade is over, the students will go back to their rooms for a celebration. The FTO will provide a snack and drink for the classroom parties. Please follow the snack approved list if your child wishes to bring a treat. You can find it on our website, www.gatewayk12.org.

Thank you for your cooperation and support. See you at the parade!

Sincerely,



Mr. Michael Matteo
Principal



Please complete this section if you DO NOT want your child to participate.

- I do not want** my child to participate in the scheduled activities and request an alternative activity.

Signature (Parent/Guardian)

Print your child's name, and room #



Costume Guidelines:

Below are guidelines to ensure safety and to follow District policy on items that should not be at school:

- When sending your child's costume, please be sure to have all items placed in a bag with your child's full name and room number. Students do not wear them to school.
- Costumes are not permitted to have any dangerous objects (i.e. toy swords, toy guns, chains, skates, or spray cans)
- Students must wear school clothes under the costume.
- Costumes should not be too scary (so that our younger students are not frightened).
- Costumes should be appropriate length (not too short, too tight, or see-through) so there is no tripping.
- Shoes must be safe (Regular dress code -no flip flops, slippers, high heels)

Facemasks should not be worn until the parade because they limit vision. Students may wear them during the parade then take them off when the parade is completed.