



St. Bartholomew School
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Reverend Thomas J. Walsh, M.Div.
Pastor

Mrs. Theresa Craig, M.Ed.
Principal

August 18, 2026

Dear Parents and Guardians,

It was wonderful to meet so many of our new students and their families at last week's New Family Ice Cream Social. Seeing so many smiling faces made the start of the school year feel very real! In just two short weeks, our classrooms and hallways will once again be filled with the energy and excitement of our students. We can't wait to welcome everyone back.

Please take a few minutes to read this letter carefully. It contains important reminders about arrival and dismissal procedures, along with a few additional items to help make the first days of school safe and successful for everyone.

Before we begin, I have one special request. Please send only the supplies your child will need on the first day of school or items that will easily fit inside their backpack. Additional classroom supplies, such as disinfectant wipes, paper towels, tissues, and extra markers, may be sent in over the course of the first week. Carrying a full backpack, lunchbox, and extra bags of supplies can be overwhelming on the first day as students are adjusting to new classrooms and routines. Families in PreK and Kindergarten are welcome to bring larger supplies to Back-to-School Night instead.

Morning Arrival

Our arrival procedures will remain the same as in previous years (please refer to the Arrival Drop-Off Diagram). These procedures were developed with the safety and security of our school community as our highest priority.

Parents and guardians of students in Kindergarten through Grade 8 should remain in their vehicles and proceed through the car line. Students must exit the vehicle from the passenger side, as this allows them to safely step onto the sidewalk rather than into traffic.

We anticipate having three school bus routes again this year. Please remember that it is illegal to pass a school bus that is loading or unloading students. We appreciate your patience and vigilance around our buses. If your child will regularly ride the bus, we ask that they do so beginning on the first day of school. Establishing consistent routines from day one helps both our staff and bus drivers learn each student's transportation plans.

If your family will be using the morning car line, please allow a few extra minutes during the first several days of school as everyone settles back into the routine. We ask for your patience, especially with our newest students and families who are learning the procedures for the first time. If you have an infant or toddler in a car seat, please consider placing that seat behind the driver's seat so your school-aged child can easily enter and exit on the passenger side. Students should also be able to buckle and unbuckle their own seat belts independently.

The school doors open at 6:45 AM for students in Kindergarten through Grade 8 who arrive early. Morning prayer begins promptly at 7:35 AM, and students arriving in their classroom after 7:40 AM will be marked tardy. Excessive tardiness may result in disciplinary consequences and does affect honor roll eligibility. To help your child begin the day calmly and successfully, we encourage families to arrive no later than 7:25 AM.

If you arrive after 7:40 AM, you must escort your child into the School Office (Door #1) to sign them in. Short-term parking is available in the small Ryders Lane parking lot. If that lot is full, please park in the church parking lot near the Knights of Columbus building and walk your child to Door #1.

Preschool Arrival

Preschool families should park and walk their child to the Preschool entrance (Doors #11 and #12). Please refer to the letter from your child's preschool teacher for classroom-specific arrival procedures. Early arrival for preschool begins at 7:00 AM.

Families with both preschool and elementary students should walk together to the preschool entrance first. Elementary students may then continue independently along the sidewalk and pathway to the main school building.

Afternoon Dismissal

Our dismissal procedures will also remain unchanged.

Students attending After School Care or participating in an after-school club or activity will report to the cafeteria. Bus riders will be escorted to their assigned buses, followed by the dismissal of car riders by grade level.

Parents and guardians picking up students should park in the rear parking lot and wait in the designated parent pick-up area (please refer to the Dismissal Pick-Up Diagram). Students will remain with a staff member until they are released to an approved adult. For everyone's safety, students may not walk through the parking lot unattended. Families should exit using one of the two designated parking lot exits.

If your child is a designated walker, written permission must be provided to the homeroom teacher. Likewise, if your child will be going home in a different manner than usual, please send a written note to the teacher and notify the School Office by phone or email that morning.

***The mission of St. Bartholomew School is to love, educate and inspire
our children to live the teachings of Jesus Christ.***

Visitor Parking & School Office Procedures

The East Brunswick Police Department has expressed concerns regarding traffic and congestion in the small parking lot along Ryders Lane. Because parking is very limited, overflow parking should be directed to the church parking lot adjacent to the Knights of Columbus building.

All visitors must enter through the Main Office (Door #1) on the Ryders Lane side of the building. Visitors should be prepared to present photo identification, sign in, and wear a visitor badge while in the building. Visitor badges must be returned before leaving.

Please report to Door #1 for:

- Late arrival after 7:40 AM
- Picking up a child from the Nurse's Office
- Dropping off forgotten items (properly labeled lunches, instruments, etc.)
- Early dismissal before 1:15 PM

Students requiring an early dismissal must be picked up no later than 1:15 PM. Whenever possible, we ask families to limit early dismissals, as they interrupt classroom instruction and students miss valuable learning time.

As always, we ask that you follow the directions of our faculty and staff members who are on duty and extend patience and kindness to one another, especially during the first few days as everyone settles into new routines.

Thank you for your continued partnership and support. I look forward to another outstanding year with the wonderful St. Bartholomew School community.

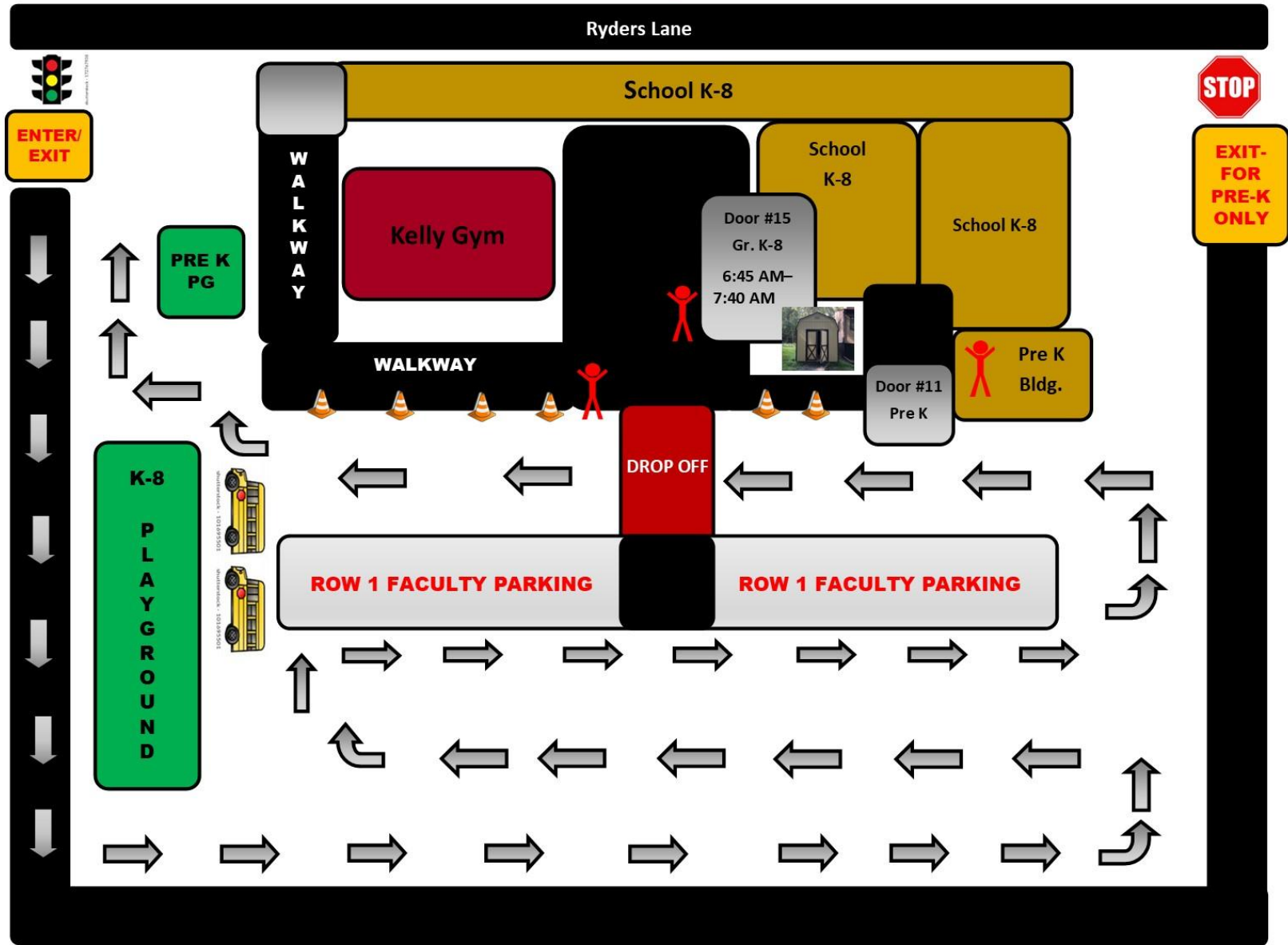
See you very soon!

God bless,

Mrs. Theresa Craig, M.Ed.
Principal

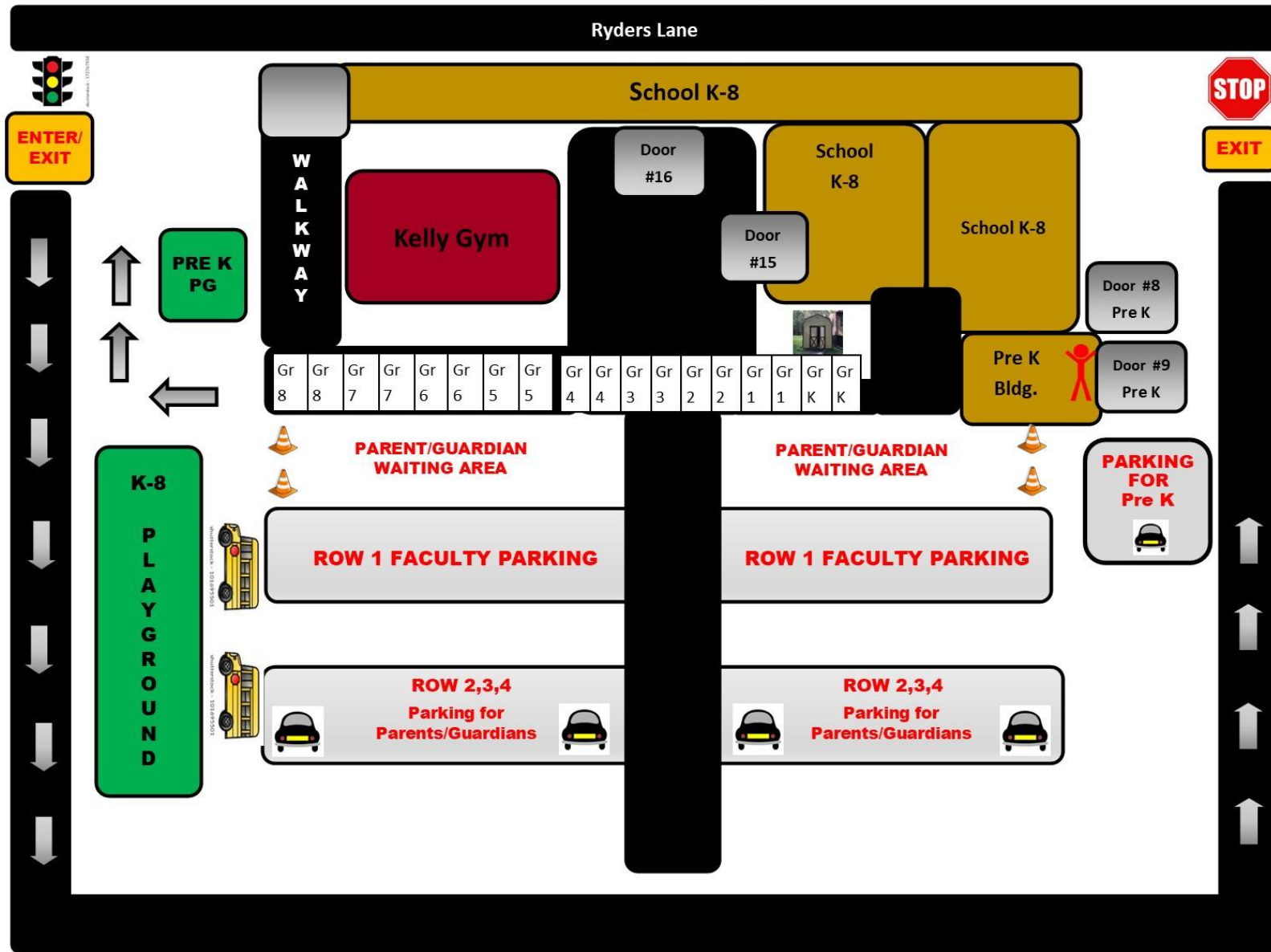
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Arrival Drop Off



 = Teacher

Dismissal Pick Up



 = Teacher