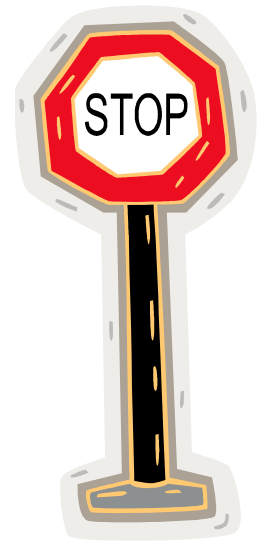


# Brookhaven Valet Program

1851 N. Brookhaven  
Placentia, California 92870  
(714) 986-7110  
Shirley Fargo, Principal



Dear Drivers:

You are an M.V.P. (Most Valuable Person), for participating in the Valet Drop-Off Program. We will continue to operate the program in the morning and afternoon. We hope that this will continue to assist you and your children to get off to a more relaxing morning, increase the traffic flow, and promote student safety. We encourage all of our parents (*except kindergarten parents who must walk their students to the classroom*) to participate. It takes 7-10 minutes before and after school to complete the Valet Service. Be sure to allow enough time for your child to get to class on time.

To ensure student safety, please read and follow the rules listed below.

1. Have student backpacks on child's lap, instruments next to them, lunches, or lunch money, and students ready to exit car before entering the Valet Drop-Off area.
2. Once in the parking lot carefully pull close to the curb.
3. A parent or teacher will indicate at which number to stop. Come to a complete stop in front of the assigned number one (1) through nine (9) for students to exit automobiles.
4. Parents should not exit the car at any time. (This slows the Valet considerably.)
5. Your child will open and close the car door(s) on the passenger side of the car only. (Curbside). Be sure to look and check if your child has their belongings and has stepped safely away from your car before pulling away from curb.
6. Don't forget to give those kisses and hugs before leaving home.
7. All students using the Valet must go directly to the MPR after school. Please help us by reminding your child to go to the MPR after school so that there is no delay in the Valet line looking for your child.
8. If you walk on campus, please do not walk through traffic or across the parking lot. Stay on sidewalks at all times. Always meet your children in the MPR after school.

Please let us know how we are doing. Remember to thank the Parent Volunteers for their time. Contact Ms. Fargo, Principal or Valet Coordinator, Alex Oftelie at [alexoftelie@yahoo.com](mailto:alexoftelie@yahoo.com) if you have questions or comments.

Very sincerely,

Shirley Fargo  
Principal

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\_\_\_\_ My child and I have read and understand the Valet Drop-Off rules and agree to follow them for the safety of students.

\_\_\_\_\_  
Parent Name and Signature

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Date

Valet rules for parents