



Brent A. MacConnell
Superintendent

SHREWSBURY BOROUGH SCHOOL
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October 20, 2017

Dear Parents/Guardians:

As we prepare for our annual Halloween observance at Shrewsbury Borough School, I wanted to review **some important guidelines and expectations for this year**. Please know that the health, safety, and security of all of our students and staff members is our highest priority at all times.

- To avoid any difficulties with students changing into costumes during the school day, all **pre-kindergarten through eighth grade students who choose to participate** in this year's Halloween parade will attend school on **Tuesday, October 31st, 2017** dressed in their costume. **As always, costumes should be safe, appropriate, and comfortable.**
- While makeup and masks **will not be allowed** during the rest of the school day, students are permitted to apply simple makeup and/or safe masks prior to the afternoon parade. Parents are encouraged to simplify and streamline the makeup process **so students do not need extensive preparation for their costumes** before the parade.
- **No weapons or dangerous accessories will be permitted** as part of a student's costume. Students should choose a tasteful costume which is not substantially disruptive to the learning environment and that can be worn over their normal clothing. **Any student who attends school with a costume that is not considered appropriate for the school day will be required to contact parents for a change of clothing.**
- Lunch for all students will be served following the typical, daily lunch schedule. After Period 6 lunch ends at 1:21 PM, all Middle School students will report to their homerooms for the last two periods of the day. At approximately **1:30 PM, SBS will hold its annual Halloween Parade around the soccer field**. This parade **will not** involve a costume contest and **no prizes will be awarded**. In the case of inclement weather, SBS will plan to parade in the gymnasium.
- At approximately **2:15 PM, teachers will escort their students back to their classrooms** and proceed with any plans for a class or grade level party. **Parents, guests, and community members will not be admitted back into the school after the parade unless they are serving as classroom parents as arranged through the SPTG and Class Liaisons. No more than three (3) classroom parents will be invited to assist in any of the classroom parties.**

Please join us for coffee and tea outside on the SBS basketball courts starting at 1:15 PM on Halloween.

Sincerely,

Brent A. MacConnell
Superintendent