

LCS HALLOWEEN Event

**GUIDELINES FOR Halloween Event at Liberty Corner School**

**FRIDAY, OCTOBER 26, 2012, 3:30pm to 5:30pm.**

Dear Liberty Corner Parents/Guardians:

We will be having our 3rd Annual Halloween Event on **Friday, October 26th from 3:30 pm to 5:30 pm** with a costume parade, **Haunted Stage**, a D.J., games and refreshments for all LCS students wishing to participate.

Drop-off will begin at 3:15 pm at the gym doors in the rear of the building where children will be escorted to a designated area by grade in the gym. Children **must** be dressed in their costumes.

The parade will begin at 3:30 pm with the first loop proceeding around the school. The parade route will follow our after school car line pattern. **Grades K, 1, 2 will march on the outside loop** and **grades 3, 4 and 5 will march on the inside loop**.

Parents are encouraged to line the parade route and take part in what we hope will be a very enjoyable event for your child. In the interest of ensuring a safe and orderly Halloween celebration at school, we ask that you observe the following guidelines:

* Only students, class moms and volunteers are to march in the parade. Parents are asked to line the parade route and observe/take pictures.
* Please park in designated areas at LCS or at LCPC. If you park at the LCPC, you must park on the far side of the church (not the side facing the school). The church has been very generous to us in the past but now needs us to follow their new parking policy—no parking near the doors to their preschool and no parking near their playground. We can only park on the far side of the church.
* Parents are encouraged to assist their children in choosing a costume that is comfortable and safe.
* After the parade all students are to be picked up at the gym in designated areas by grade.
* Once children are picked up students and families are invited to attend the Halloween event in the gym, art room and music room.
* Parents are encouraged to car pool as there will be insufficient parking for the expected turnout. Remember to bring Flashlights to ensure a safe return to your cars.

**All participants attending the LCS Halloween Festivities should remain on LCS grounds at all times while at the event.**

**Please remember to RSVP for the event by October 22, 2012 by completing the attached form that pertains to your child.**

Thank you in advance for your cooperation. Should you have any questions or concerns, please feel free to contact us.

Sincerely,

Lisa Laurino and Juana Schwed

Halloween Event Chairs