

# JAMES L. COBLE MIDDLE SCHOOL

## MANSFIELD ISD

August 24, 2009

Parents,

Wow! What a great first day of school! I want to thank you for the support you have shown us. You are very much appreciated. I'd like to take this opportunity to share some information with you about our **hours of supervision**, and our **campus security**.

I want to make sure parents and students are aware of our **hours of supervision**. Our teachers are on duty and available to supervise students 8:15 am-4:15 pm. Students will not be permitted in the building before 8:15 am. We do not want your children to be unmonitored, so please make arrangements to drop them off and pick them up at the appropriate times. Please be aware that *if you drop students off before 8:15 am or pick them up after 4:15 pm, they will be outdoors and unsupervised.*

During the day, **campus security** procedures are in place to protect your children. Our doors remain locked during the school day with the exception of our front entrance, which is open 8:15 am-4:15 pm. We have a MISD police officer on campus who checks our doors regularly throughout the day. All visitors are required to check in at the front desk. Each visitor's identification is scanned through a system that runs a background check and keeps a record of the visit. All visitors are escorted by an adult to their destination. After a visitor's business is completed, the visitor is escorted back to the office and is signed out. Teachers are instructed to stop anyone who is not a MISD employee, or is not being escorted by an MISD employee, and bring them to the office. Teachers are on duty before school, 8:15 am-8:40 am, and after school, 4:00 pm-4:15 pm, to monitor students. *Your children's safety is of the utmost importance to us.*

Sincerely,

Derrell Douglas  
Principal



1200 Ballweg Road  
Arlington, TX 76002

PHONE (817) 299-6400  
FAX (817) 453-7331  
WEB SITE <http://www.mansfieldisd.org/schools/jcoble>