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Dear Memorial Families,

Once again, welcome to the 2025–2026 school year at Memorial Middle School! We are excited to begin another wonderful year together. As mentioned in the [Welcome Back Letter sent on August 19](#), we have revised our drop-off and pick-up procedures to ensure that student safety remains our highest priority. These updates were developed through close collaboration with the Fair Lawn Police Department, Fair Lawn Town Council, district administration, district security, and school administration. Together, we studied traffic flow, reviewed ordinances, and created a plan designed to keep students safe while improving efficiency during arrival and dismissal. To make sure arrival and dismissal run smoothly and safely for everyone, please carefully review the updated procedures below.

Entrances by Grade Level

- **5th Grade** – Enter through Exit 15A (Side entrance - 3rd Floor Stairwell)
- **6th Grade** – Enter through Exit 15 (Side Recess Entrance)
- **7th Grade** – Enter through Exit 1 (Main Entrance)
- **8th Grade** – Enter through Exit 2 (Left of Main Entrance)

At dismissal, students may exit through Exits 15A, 15, 1, and 2. Exit 3 will not be used at dismissal.

Walking to School

- All students walking to school are expected to **walk along 1st Street**.
- Students must **cross only at the crossing guards on Lyons Avenue and Lambert Road**. No students will be permitted to cross 1st Street.
- After crossing, students should continue along the sidewalks, **walk past the bike racks, and line up at their designated entrance**.

Car Drop-Off and Pick-Up

- **Drop-off and pick-up are only allowed in the front of the building.**
- **Absolutely no drop-off on Avenue of Heroes is permitted.**



- In the morning, students being dropped off are **only permitted to use the circular drive in front of the school**. Cars should pull all the way forward so students can exit quickly and safely on the sidewalk side.
- For safety, students may **not cross the grass median** in front of the school, and **no drop-off is permitted behind the building**.
- As in the past, families are encouraged to drop students off on the side streets (**Lambert or Lyons**) and have them walk the short remainder of the way to school.

Staff Support

Crossing guards and school staff will be present in the mornings to guide students and families through arrival and dismissal. Please follow their directions and be patient as we work together to keep everyone safe.

Visual Guides

As the saying goes, sometimes pictures are worth a thousand words, and we know that seeing the process can make everything much clearer. To help, we have put together photos and a short video to walk you through the new routines:

- Take a look at the [attached pictures](#) to see where students get dropped off or walk, line up, park their bicycle, and enter the building.
- Watch our quick video here: [video link](#). It gives a step-by-step look at how drop-off in the circular drive works, the proper walking route, and how students will make their way to their grade-level entrances. (A big thank-you to Ms. Rebecca Vogt, our District Communications Officer, for helping us put this video together!)

We encourage you to review these visuals with your student so the first few days feel smooth and stress-free.

Thank you for your cooperation in following these procedures. With your partnership, patience, and the support of our community and safety partners, we can ensure that every student starts and ends their day at Memorial safely and smoothly.

We look forward to a fantastic year ahead!

With appreciation,

Nancy