

Oak Street Campus

6903 Oak Street
Kansas City, MO 64113
USA

TEL 816 361 7735
FAX 816 361 5788
AcademieLafayette.org

Cherry Street Campus

3421 Cherry Street
Kansas City, MO 64109
USA

TEL 816 888 7400
FAX 816 888 7410

Dear Oak Families,

In light of recent events around the country, the Académie Lafayette Safety Committee has been working on updating our safety and emergency procedures. We have partnered with the Kansas City Police Department, as well as with other area charter schools and our university sponsor. The feedback from these meetings has helped us identify some changes necessary to create a safe environment for students and staff.

As of March 5, 2013:

- Parents and visitors must use the main entrance (east side, northern end, north of picnic tables) to enter the building during school hours (8:30 a.m. – 3:30 p.m.). Please be prepared to show identification and state the reason for your visit, as well as give the first and last name of your student, their grade level and their homeroom teacher.
- Please call ahead or send a note to the office and teacher if you plan to visit the campus or if you are picking up your child early for an appointment, etc. Parents are asked to wait at the reception desk when picking up their children early. The receptionist will call into the classroom for the student to report to the office.
- If you need to meet with a teacher, counselor or other staff member please call ahead to schedule your visit.
- If you wish to drop off snacks, medication, classroom supplies, etc. please leave those in the front office with a label (child/homeroom teacher). Our office staff will make sure they get to the correct person.

We are aware that some of these new procedures represent big changes for families who have been at Académie Lafayette for a long time. However, we feel strongly about the need to increase building security and to protect instructional time. Thank you in advance for working together to create the safest possible environment for all children.

If you have questions, please do not hesitate to contact us.

Merci!

Elimane Mbengue, Head of School