

Dear Parents/Guardians,

I am reaching out to you in regards to the athletic department's policy regarding picking up athletes from competitions. The boys track coaching staff would like to reiterate that as per school policy, if an athlete is to be released from a competition to go home with a parent or designated guardian, that they must first reach out to Mr. Fontana or the athletic office prior to the competition and I must receive Mr. Fontana's approval. The coaching staff cannot release an athlete to leave the site of a competition unless notice from Mr. Fontana's office has been received.

In the past this has not been an issue. However, recently the coaching staff has noticed that this policy is not being followed appropriately in certain cases. Due to this, the coaching staff asks that you take a moment to sign off that you have read a written description of the school policy regarding this matter (which this letter serves as), and that going forward, if you are to pick up your son at a competition, that Mr. Fontana's office will be contacted prior to the competition. Obviously, if there is a sudden emergency, then this does not apply. However in all other cases, the coaching staff has been directed to strictly adhere and enforce this policy.

If you have any further questions regarding this policy, please do not hesitate to reach out to the track coaching staff or Mr. Fontana's office. Thank you for your time in reading this letter and we look forward to hopefully seeing you at the next meet!

Best Regards,

The Boys Varsity Track Coaching Staff
Head Coach Thomas Brouillard
Assistant Coach Mario Fiore

I _____, parent of _____, have read the above letter in its entirety and understand the policy designated by the school districts athletic department.

Signature: _____