



Village of Horseheads Police  
202 S Main St  
Horseheads, NY 14845  
(607) 739-5669

Horseheads High School  
401 Fletcher St  
Horseheads, NY 14845  
(607) 795-2500



March, 2018

Dear Parents/Guardians of High School Students:

Earlier this school year, the high school administration notified students and parents of changes to morning drop-off and afternoon pick-up of students. During this time, the Horseheads Police Department posted "No Parking, Stopping, or Standing" signs on Fletcher and North Carroll streets in an effort to create a smoother, safer traffic pattern for vehicles and student pedestrians. Additionally, administration and our local police officers have encouraged parents to drop their students off and pick them up in the western parking lot – at the "link" and/or the entrance near the library. *Please see the attached map for a visual.*

Our next step in creating the safest environment for the school, students, and drivers dropping off students at school is to secure our entrances along Fletcher Street in the morning. This means that the Auditorium and Music Suite doors on Fletcher Street will now be locked all day. Because vehicles are not to park, stop, and/or stand on Fletcher Street according to the village, locking these doors should not affect current patterns. Please note, parents and students arriving after the start of the school day will continue to buzz into the Auditorium entrance for meetings.

The district and the Horseheads Police Department want to make sure everyone is aware of the changes prior to the actual enforcement dates that the police department will be stepping up their own enforcement of the posted signage on North Carroll, Fletcher, and throughout the area both in the morning drop-off and in afternoon pick-up times.

**This change will go into effect beginning Tuesday, April 3, 2018.** In order to avoid any potential traffic infractions near the school, we ask for and appreciate your cooperation in providing a safe environment for our students and school, especially as our students enter and exit our building and property. If you have questions, please contact the Horseheads Police Department at 739-5669 and/or the high school administration at 795-2500, x1601.

Thank you for your assistance.

Sincerely,

Handwritten signature of Thomas Stickler in black ink.

Thomas Stickler, Police Chief  
Village of Horseheads

Handwritten signature of Karen L. Donahue in black ink.

Karen Donahue, Principal  
Horseheads High School

