ROGER LUDLOWE MIDDLE SCHOOL

689 Unquowa Road Fairfield, CT 06824-5001 Phone (203) 255-8345 - Fax (203) 255-8214



Megan Tiley, Principal Karin Shaughnessy, Assistant Principal Ian Banner, Assistant Principal Steven DeAngelo, Dean of Students

June 1, 2016

Dear Parent(s)/Guardian(s),

It is hard to believe that in a few weeks your child will be participating in the Roger Ludlowe Middle School Closing Exercises.

During the last weeks of school, we have several grade activities planned for students and parents as well.

The activities, in order of occurrence, are as follows:

Thursday, June 2, 2016

 6:30 – 8:30 p.m.
 *(Regardless of what your child's instructions are, all parents are expected to be in the parking lot for pick up from this dance at 8:15 p.m.)

Monday, June 13, 2016
 Holiday Hill Field Trip

• Thursday, June 16, 2016 Closing Exercises 2:30 p.m. RLMS – Main Gymnasium

Each family will be allowed four tickets for this event (technically 5 since each graduate does not require a ticket). We are confident that if you need more than four tickets you will be able to secure them via your child asking their classmates for tickets they will not be using. In addition, if you do not need all of your tickets please inform your child so that a swap between the students can take place. Unused tickets should also be turned into the main office for distribution. It is important that your child clearly understands how many tickets your family needs and does their best to secure this amount.

Tickets will be distributed to your child on Thursday, June 16, 2016 during homeroom.

Graduation attire: It is recommended that boys wear a shirt, tie and blazer. (If you are in need of a jacket, please contact Mrs. Eckert as soon as possible as we have a few extras. Any borrowed jackets will need to be returned to the office immediately after the ceremony). Girls should wear a dress, skirt or appropriate pants.

• Friday, June 17, 2016

Yearbook distribution & signing for students

We hope this packet proves to be helpful in organizing these events. We look forward to seeing as many parents as possible at the parent activities and wish you well in your high school experiences. Please also keep in mind during this busy time that if it is necessary for your child to be picked up early, a note should be sent in with your child that morning so that they receive an early dismissal pass from the office.

On behalf of the Roger Ludlowe Middle School Staff, thank you for your support and sharing your children with us.

Sincerely,

Megan Tiley Principal Ian Banner Assistant Principal Karin Shaughnessy Assistant Principal

Kavi D. Slaughessy