

North Light Community Center 175 Green Ln, Philadelphia, PA 19127 ● Phone: (215) 483-4800

****ATTN INSTRUCTORS: DO NOT SHARE THIS DOCUMENT WITH YOUR STUDENTS****

Parking: Parking in rear of the building. From Green Lane turn onto Silverwood then make first right on Carson. Parking lot will be on your left hand side. Directly across the street from the parking lot, you'll enter North Light through the playground entrance in back of the building.

Personnel: Geri LynnLaPorte

After hours Emergency contact: Rhiannon Smith (Exec Director) Cell: 323-450-6160 Danny Welsh, Facilities Manager, 484-844-1805

Building Info:

- Note In the evenings, Tuesday to Friday and also Saturday 10am to 1pm the Center hosts volleyball leagues and the gym is in use. Parking may be more difficult at this time so kindly put a note on your dashboard that says MALT, so you are not blocked in by volleyball players' cars. Ask your students to do the same when you reach out to them before class.
- To get into the building, there are two entrances you may use.
- One on the back of the building that opens into the gym. This entrance is handicap accessible and faces Carson St.
- The 2nd entrance is located on the side of the building near Green Lane. You will need to walk through the playground to get to the entrance. You may prop the door open for 15 minutes to allow students to arrive, then please lock the door.
- On the weekdays, evenings and weekends, please enter using the door located in the playground near the swings, there is a doorbell. After you enter you can toggle the door or prop it open so that those attending your class can come into the building. Kindly close it after 15 minutes.
- When there is no volleyball happening someone will be at the building to meet MALT teachers to let them in the building, and answer any questions before they leave. They come back about 15 minutes prior to the teacher leaving.
- If you need to turn on the lights in the community room, there is a key for the light switch hanging on the hook near the copy machine in the main office.



General Rules:

- Arrive early to allow plenty of time to get settled before students arrive.
- Please **post MALT signs** to direct students to their class.
- Turn off all lights, close any windows you opened, and leave the room as you found it or better! Please close doors firmly when you leave and check that they are locked.
- Have fun! Enjoy your course!

Room Information:

- Gymnasium
- Community Room
- Assembly Room
- Arts & Crafts Room
- Computer Lab



