

## Arrival and Dismissal Policy



The arrival and dismissal plan has been designed to ensure the safe and secure arrival and dismissal of all students.

Please expect traffic delays the first few days of school. We ask you to please be patient as traffic patterns do improve within a few days.

### ARRIVAL PROCEDURES

- Morning arrival begins at 7:45 AM. School personnel will be present to supervise students.
- Vehicle Arrival: All students arriving in vehicles MUST use the “Loop” located behind the school on 68<sup>th</sup> Court. Please note, pedestrians are NOT allowed to arrive at the “Loop.”
- Parents may not exit their vehicles at the “Loop.”
- The Main Gate is EXCLUSIVELY for pedestrians. Parents who park their vehicles off-campus and walk their student(s) to the Main Gate will not be allowed in and will be redirected to the “Loop.”
- The Faculty parking lot will be CLOSED to all students and parents, including those in vehicles and pedestrians.
- Breakfast is served free of charge from 7:45 AM-8:20 AM
- Before-care is available from 7:00 AM– 7:45 AM. Please call the Main Office to inquire about weekly fees.
- The “Loop” will be closed at 8:34 AM as all students must be seated in their classrooms at 8:35 AM. Any student arriving to school after that time must be escorted by a parent/guardian to the Main Office for a Tardy pass before reporting to class. Parents must have proper identification to enter the school.

## DIMSISSAL PROCEDURES

- No students shall be released within the final thirty (30) minutes of the school day
- Vehicles should display a dashboard sign with the student's and teacher's names clearly written in dark, large font
- VPK-Grade 1: The gate to the "Loop" will open at 1: 40 PM (on Wednesdays at 1:35 PM)
- Grades 2-5: The gate to the "Loop" will open at 2:50 PM (on Wednesdays at 1:35 PM)  
Grades 2-3 will arrive at the "Loop" at 2:50 PM  
Grades 4-5 will arrive to the "Loop" at 2:55 PM
- On Wednesdays, please adhere to the time that corresponds with your child's grade-level:  
VPK-Grade 1: 1:35 PM  
Grades 2-3: 1:40 PM  
Grades 4-5: 1:45 PM
- The Main Gate is EXCLUSIVELY for pedestrians. Parents who park their vehicles off-campus and walk to pick up their student(s) at the Main Gate will not be allowed in and will be redirected to the "Loop."
- The Faculty parking lot will be CLOSED to all students and parents, including those in vehicles and pedestrians.
- Students may NOT remain in the office after dismissal.
- Students may NOT remain at school after dismissal unless they are enrolled in the After-School Care program. Students enrolled in the After-School Care Program will be supervised until 6:00 p.m. every day school is in session. Please contact the Main Office to inquire about weekly fees.