

## STUDENT DROP-OFF

This is the best system that we have found that can get students to class safe and on time.

***Drop-off location is from the end corner of C-pod (yellow line) to the end of B-pod.***

We try to group the cars in between the pods and let all the students out at once. The cars move out and the next group pulls forward and takes their place to unload.

- Parents need to stay between the white lines
- Do not go around cars, wait until the line moves
- Pull up as far as you can to the car in front of you (don't leave big gaps between cars)
- As you come to a stop behind a car between C-pod and B-pod let your child(ren) out
- If exiting on the drive side of the car, have them walk around the front of your car to get to the sidewalk
- Students will move directly from their car to the nearest sidewalk and then walk around to class



## DISMISSAL ROUTINES

At dismissal, riders are picked up near the southeast end of the school (near "C-Pod"). This area has comprehensive supervision. Do not park in the fire lane in front of the school for any reason. For parents who would like to walk with their children, you can pick children up at the west gym door at 3:40.

Instruction continues to the end of the school day at 3:40. Student pick-up begins at that time. Students not picked up by 3:55, are taken to the office. All students are to leave the school area when school is dismissed. Supervision is not provided by the school unless students are part of an organized after school activity.

\*Please avoid picking your child up early, as instruction continues until 3:40 each day. Early pickup also disrupts the class. Students who are picked up early are counted for attendance similar to when they are tardy. If you must enter the building to pick up your child, we ask that you meet them in the foyer area of the entrance. This allows the staff to monitor halls and ensure the safety of the children. You must sign in and out and wear a visitor sticker if you go to the hallways or classroom. Our arrival and dismissal procedures are designed for the safety of your children.

Students riding the bus will load the buses at the covered play area. Parents may not pick children up in any area near the school buses. Staff members supervising the loading of buses have 2-way radios. If you happen to be late, go to the front office and the staff will be radioed. They will remove your child from the bus if possible and send them to the office.

## EMERGENCY CLOSURES

On occasions when it becomes necessary to close school due to extreme weather conditions or other unusual circumstances, announcements will be made on local radio and TV stations by 5:15, 5:45, or 6:30 a.m. You can check <http://www.firstalert.net>.

All activities scheduled to be held in the public school buildings affected by changes in the school schedule will be considered canceled when schools are closed for the day. Bus drivers are instructed NOT to try any difficult side roads, if in their opinion they cannot be traveled safely.

***PLEASE DO NOT CALL THE SCHOOL OFFICE FOR INFORMATION REGARDING SCHOOL CLOSURES***