

Dropoff Schedule-October 2020

Drop-Off Times

- 7:00am- 7:25- Early Bird Drop-off (all grades welcome)
- 7:25am-7:40am- Middle School Drop-off
- 7:40am- 8:00am- Upper School Drop- off

*If families are dropping off their children and have students in both MS and US, all students in that family are encouraged to come to the MS dropoff.

**If US students are driving their MS sibling(s), those students are encouraged to come to the US dropoff.

Dropoff Procedure

-All arrivals to campus will come up the main driveway and proceed around the main building, completing their loop at Meelia Hall.

-After completing the campus loop:

Parent Drop-off

- Parent dropoff will take place at the lower parking lot between the tennis courts and Meelia Hall.
- Campus Safety Officers will assist parents as to where to stop their car and also assist students in making their way to the red brick walkway between Meelia Hall and the Boiler Room Building.
- After dropping student(s) off, parents will be able to conveniently exit out our main driveway.

Student Drivers

- Student drivers will continue to their newly assigned parking spot.
- Facilities staff members will help direct student drivers.
- Students will then proceed to the Main Entrance of our main building.
- All student drivers are required to have their parking tag hanging from their rearview mirror.

Faculty and Staff

- Faculty and staff drivers will continue to their staff parking spaces.
- All faculty drivers are required to have their parking tag hanging from their rearview mirror.
- Faculty will enter the Main Building at Door 3 on the backside of the building.

Building Entry Procedure- October 2020

Students:

-All students will enter the building through the main lobby.

- Prior to entering the building all students must be properly wearing an approved facial mask.
- Upon entering the building, a staff member will direct each student to thermal scan station.
- Thermal scan stations will be labeled from 1-5.
- Once student has a thermal scan taken and is identified as free of temperature, they will proceed directly to their first period class.

Staff:

- All faculty will enter the building through the main lobby or Door 3 on the backside of the main building.
- Prior to entering the building all staff must be wearing an approved facial mask.
- Upon entering the building, a staff member will self-direct to a thermal scan station at entry way.
- Once staff member has a thermal scan taken and is identified as free of temperature, they may proceed into building.