



DROP OFF & PICK UP INFORMATION (updated January 22nd)

1- Every morning BEFORE your child leaves home

- **Parents must take their child's temperature and complete the health form on SNAP Health Portal (www.studentehr.com).** If the form has not been completed your child will not be allowed to attend school.
- In addition, bus riders are required to write on an index card the **date, name** of their child, **SNAP screening questionnaire submitted with a "NO" answer to all questions** and their **child's temperature** each morning. If a child does not have his/her card the bus driver will give him/her an assigned seat and s/he will be sent to the nurse office upon arrival at the school. The nurse will contact the family.
- **Provide your child with 2 masks every day.** Your child should wear a clean one each day of the week and have available a second one (back up) in case their mask becomes soiled or wet.
- **Provide your child with a lunch box with his lunch meal + a snack + a bottle of water.** IMPORTANT: Please respect our nut free policy.
- **Parents must display a sign in the front passenger window of their vehicle** indicating the student's name and class.

2- Morning Drop-off & Bus Transportation

2.1 Drop-off hours on campuses

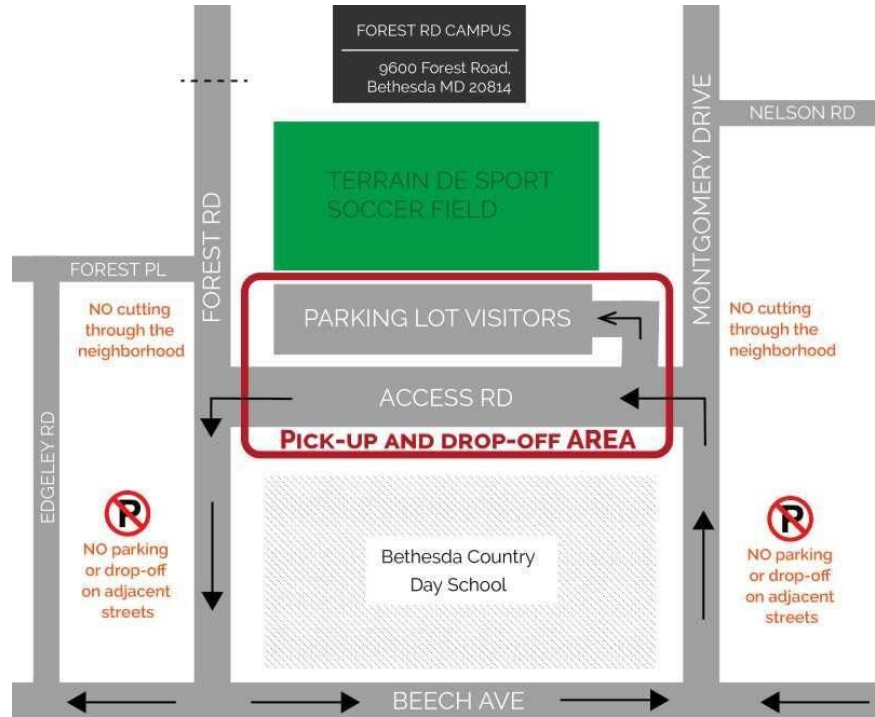
PS & MS	GSA & GSC	CP/1st grade - IMMERSION classes	GSB	CE1/2nd grade - CM1/4th grade	CE2/3rd grade - CM2/5th grade	6e/6th grade
Bradley campus, 7108 Bradley Blvd., Bethesda		Rollingwood campus, 3200 Woodbine S., Chevy-Chase		Forest Road campus, 9600 Forest Rd, Bethesda		
Tel: 301-767-1683		Tel: 301.907.3265		Tel: 301.530.8260		
8:30am - 8:45am	8:45am - 9:00am	8:15am - 8:30am	8:45am - 9:00am	8:10am - 8:20am	8:20am - 8:30am	8:00am - 8:10am
		Kiss and ride in front of the building		Access Road * (specific area for 6th graders)		



*** Forest Road - Access**

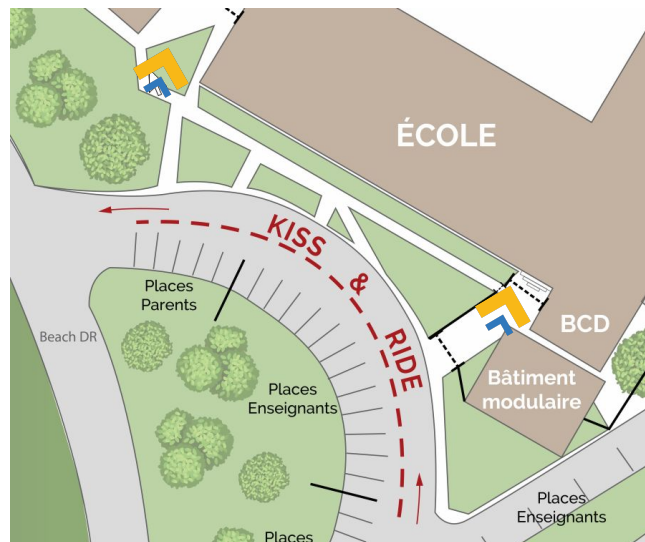
Road:

All vehicles must enter Access Road only from Montgomery Drive and exit only onto Forest Road (See the map below for route instructions) Drivers must be attentive to the one-way route in the Access Road parking area.



Rollingwood:

- Children in CPB, IMM and CPE will be directed by our staff to enter the building by the main gate
- Children in CPA and CPC will be directed by our staff to enter the building by the gate located between the main building and the portables on the far left side of the building.





2.2 Rollingwood & Forest Rd campuses process

- Before letting your child get out of the car a school personnel will check if the SNAP health form has been completed. If not completed your child will not be allowed to attend school (hint: you may want to consider keeping a thermometer in your car for this purpose)
- If your child did not have his health card before boarding the bus s/he will be sent to the nurse office upon arrival at the school. The nurse will contact the family.
- School personnel will help unload your child from the car (or the bus), supervise and walk him/her to his/her classroom with his/her classmates safely.
- Please make sure that you have a sign with the name and class of your child clearly displayed on your windshield. Thank you.

2.3 Bradley campus process

- The individual child's parent/guardian who is dropping off the child should take the child's temperature upon arrival while being directly observed by child care program staff.
- After parking, MS parents/guardians will walk their child to the classroom door: PS through the main entrance, MSA through the left aisle of the building, MSB through the right aisle of the building.
- If your child did not have his health card before boarding the bus s/he will be sent to the nurse office upon arrival at the school. The nurse will contact the family.

3- Afternoon Pick-up

PS & MS	GSA/GS C	CP/1st grade & IMMERSIO N classes	GSB	CE1/2nd grade	CE2/3rd grade	CM1/4th grade	CM2/5th grade - 6e/6th grade
Bradley campus, 7108 Bradley Blvd., Bethesda		Rollingwood campus, 3200 Woodbine S., Chevy-Chase		Forest Road campus, 9600 Forest Rd, Bethesda			
Tel: 301-767-1683		Tel: 301.907.3265		Tel: 301.530.8260			
12:00pm	12:15pm	3:10pm CPA + B 3:20pm CPC, E + IMM Circle in front of the school	12:15pm Circle in front of the school	3:00pm Access Road	3:20pm Access Road	3:10pm Access Road	3:30pm for CM2 and 6e without elective class, otherwise 5:30pm