



DROP OFF & PICK UP INFORMATION

1st day of school

1- BEFORE your child leaves home

- Provide your child with 2 masks. 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. During the first week, we will provide a school issued one. Thank you.

2- Morning Drop-off & Bus Transportation (August 30 ONLY)

2.1 Drop-off hours on campuses

| CP/1st grade | CE1/2nd grade | CE2/3rd grade | CM1/4th grade | CM2/5th grade |
|--|-----------------|-----------------|--|-----------------|
| IMMERSION Classes | | | | |
| Rollingwood campus, 3200 Woodbine St., Chevy-Chase | | | Forest Road campus, 9600 Forest Rd, Bethesda | |
| Tel: 301.907.3265 | | | Tel: 301.530.8260 | |
| CP A, B, C 9:10am - 9:30am CP D, E, Imm 9:30am - 9:45am | 8:50am - 9:10am | 8:30am - 8:50am | 8:45am - 9:00am | 9:00am - 9:15am |
| Kiss and ride in front of the building | | | Access Road * | |

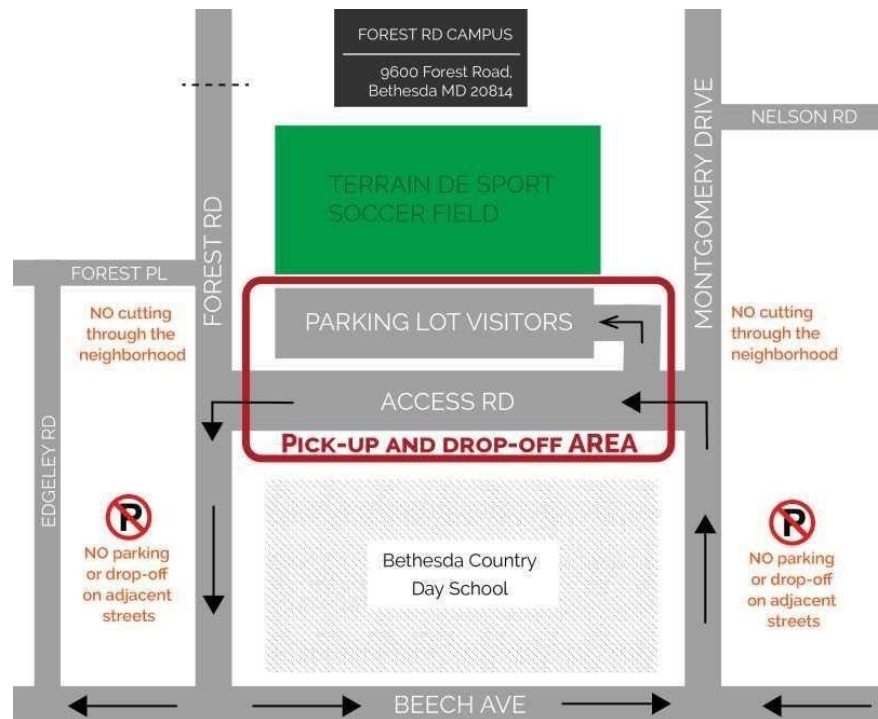
On the first day only, the first graders CP, will be welcomed by their teachers under the tents in front of the main building. Parents will have the opportunity to stop, at the time described above, and drop their children off.



* **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:

- All Students will be directed to their designated entrance by staff
- Children in CPB, CPE, IMM, CE1A and CE1C, CE2 D, CE2C will be directed by our staff to enter the building by the main gate
- Children in CPA, CPC, CPD CE1B and CE1D, CE2 A, CE2 B, CE2 E 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.
- This principle will apply to each day of school.





2.2 Rollingwood & Forest Rd campuses process

- At Forest Road all CM1 and CM2 students will be dropped off at Access Road (or at the round-about inside the campus for the bus riders). Students will walk to the CM2 playground, behind the administration by themselves. The teachers will be there to pick them up and bring them to their classrooms.
- At Rollingwood school personnel will help unload your child from the car (or the bus), supervise and show him/her to his/her the way to their 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, for drop-off AND pick-up. Thank you.

3- Afternoon Pick-up (August 30 AND August 31 ONLY)

| CP/1st grade | CE1/2nd grade | CE2/3rd grade | CM1/4th grade | CM2/5th grade |
|---|-----------------|-----------------|---|-----------------|
| IMMERSION Classes | | | | |
| Rollingwood campus, 3200 Woodbine St., Chevy-Chase | | | Forest Road campus, 9600 Forest Rd, Bethesda | |
| Tel: 301.907.3265 | | | Tel: 301.530.8260 | |
| 3:00pm - 3:10pm | 3:10pm - 3:20pm | 3:20pm - 3:30pm | 3:10pm - 3:20pm | 3:15pm - 3:25pm |
| Kiss and ride in front of the building | | | Access Road * | |



Regular days of school

4- Every morning BEFORE your child leaves home

- 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.

5- Morning Drop-off

| CP/1st grade | CE1/2nd grade | CE2/3rd grade | CM1/4th grade | CM2/5th grade |
|---|---------------|-----------------|---|---------------|
| IMMERSION Classes | | | | |
| Rollingwood campus, 3200 Woodbine St., Chevy-Chase | | | Forest Road campus, 9600 Forest Rd, Bethesda | |
| Tel: 301.907.3265 | | | Tel: 301.530.8260 | |
| 8:10am - 8:20am | | 8:20am - 8:30am | 8:10am - 8:25am | |
| Kiss and ride in front of the building | | | Access Road * | |

6- Afternoon Pick-up

| CP/1st grade | CE1/2nd grade | CE2/3rd grade | CM1/4th grade | CM2/5th grade |
|---|-----------------|-----------------|---|---------------|
| IMMERSION Classes | | | | |
| Rollingwood campus, 3200 Woodbine St., Chevy-Chase | | | Forest Road campus, 9600 Forest Rd, Bethesda | |
| Tel: 301.907.3265 | | | Tel: 301.530.8260 | |
| 3:05pm - 3:15pm | 3:15pm - 3:25pm | 3:25pm - 3:35pm | 3:25pm - 3:45pm | |
| 5:20-5:35 | | | 5:30pm - 5:45pm | |
| Kiss and ride in front of the building | | | Access Road * | |