

# Greenbrook Arrival/Dismissal Roles & Procedures

## 2022-23

### ARRIVAL

#### *General Procedures:*

- Students remain outside starting at 8:15. Students are let into the building at 8:25.
- Students go directly to their lockers and then classrooms beginning at 8:25.
- **In the event of inclement weather (rain, snow, “Real Feel” below 10 degrees),** students will be let into the building at 8:15 and go directly to their classrooms.
- Students who would like to eat breakfast may enter the cafeteria beginning at 8:15. If they finish eating before 8:25, they must go back outside and wait to enter the building.
  - **Breakfast ends at 8:25**
- The list below states the locations students should wait outside, by grade level.

Grade	Car Riders	Bus, Daycare & Walkers
Kinder	Door 1	Door 11
1st Grade	Door 1	Door 11
2nd Grade	Door 4	Door 11
3rd Grade	Door 5	Door 5
4th Grade	Door 5	Door 5
5th Grade	Door 6	Door 6

### DISMISSAL

#### *General Procedures:*

Announcements will be made beginning at 3:20 (2:30 on Wednesdays) to dismiss groups of students based on their modes of transportation.

- The list below states the locations students should exit the building for dismissal, by grade level.

Grade	Car Riders	Bus, Daycare &	Walkers
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