

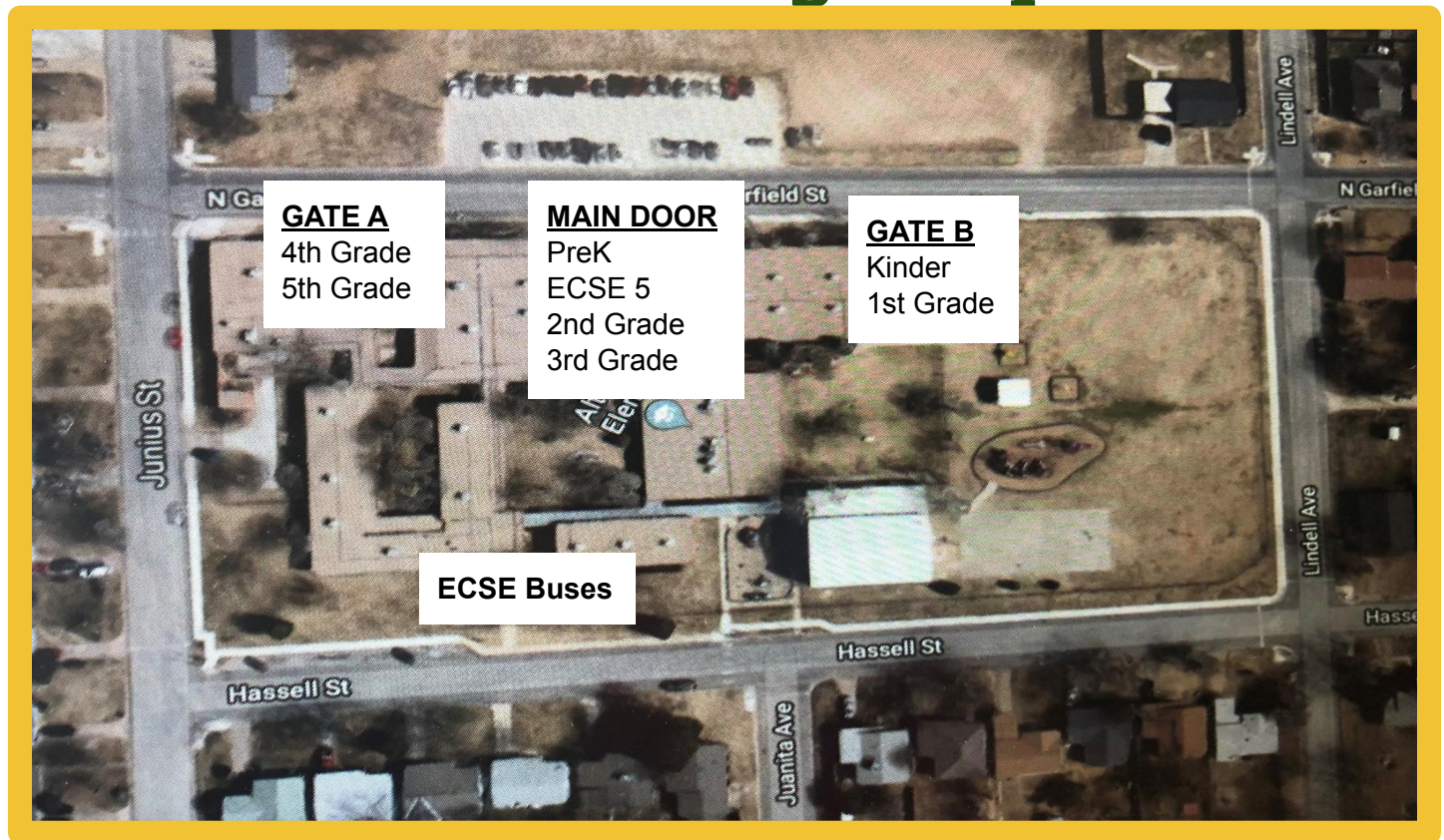
Apache Parents and Families,

We are so excited to start our school year with you! We want to be sure you have all the information you need to make this a smooth start to the year for your child. Below are “need to knows” about drop off and pick up so that you can start your day and end your day with less stress.

During Both Morning Drop Off and Afternoon Pick Up:

- We ask that all parents stay in the car and allow the staff to help your child out of the vehicle. If you walk to school or park, please be prepared to say your goodbyes at the outside door. This measure is to help us better maintain the safety of all students on campus.
- Only students and staff will be allowed in the building during Drop Off and Pick Up. If you need to communicate with staff, please call and set up a time to meet, or use DOJO/email to send a quick message. Our office staff is also available to assist you with questions or concerns.

2022-2023 Morning Drop Off



Morning Drop Off:

- Classroom doors open at 7:15, HOWEVER, because students will report directly to their classroom where their teacher will greet them, we are asking that **students be dropped off after 7:30 if possible**. This will help with congestion on sidewalks and in hallways.
- Each morning there will be staff to escort any child having a difficult time to their classroom.
- Signs will be posted designating where each grade level should be dropped off.
 - Kindergarten and 1st Grade will go through Gate B (by the library)
 - PreK, 2nd Grade and 3rd Grade will enter the main door.
 - 4th Grade and 5th Grade will enter Gate A (double gates by the cafeteria).

2022-2023 Afternoon Pick Up



Afternoon Pick Up:

- Parents will need to stay in vehicles during pickup. To help keep line moving quickly:
 - **Parents are highly encouraged to display their pick up sign issued during Supply Drop Off or on the first day of school.** (Signs will not be required, but still highly encouraged, after Labor Day.)
 - Siblings in 2nd, 3rd, 4th and 5th grades will meet at the youngest sibling's pick up spot at 3:00.
 - Teachers will monitor students, staff assigned to area will load students into vehicles.
 - **Please do not use this time to conference with teachers during pick up.. They are actively monitoring the students in their area. To support safety for ALL students and families, we need to have lanes moving and clear to load students. Teachers can be reached by DOJO, e-mail, voicemail and are available during conference times and after school between 3:15 and 3:45.**
- New Gate - We are opening a third gate at the front of the building to help with foot traffic. All parents/adults parking in the lot across the street or walking to campus to pick up students will meet at the new "Walk Up Gate" adjacent to the crosswalk. All walkers K-5 will be sent to this gate to wait for pick up.

Late Pick Up:

- All students should be picked up by 3:10.
- After that time, teachers will escort students to the office to contact parents.
- All students picked up late will have to be signed out with the office staff.

Thank you for helping keep all of our students, staff, and families safe. You are an important piece of our community and we look forward to a great year.