



# Hillcrest Elementary School

## Arrival and Dismissal Procedures

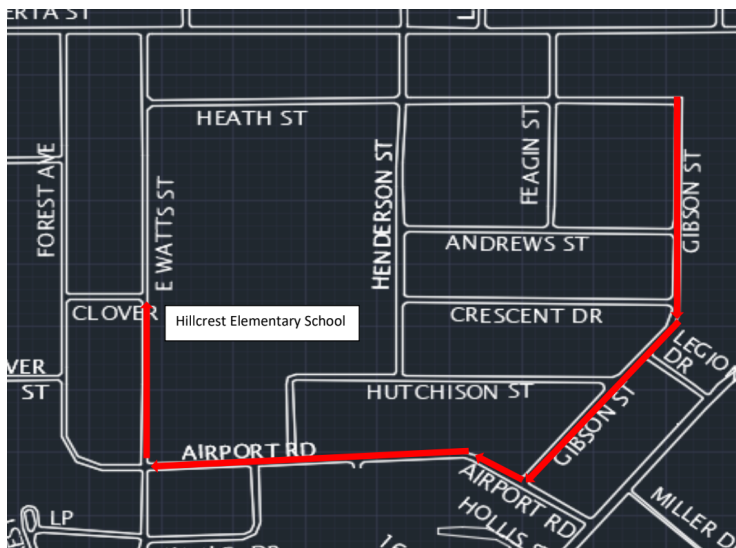
*For the safety of our students, these procedures should be followed*

### Arrival

- Students should not arrive at school prior to 7:15 a.m.
- Doors will remain locked until 7:15
- Student drop off is ONLY allowed in the car line. Do not drop off in the parking lot.
- Children should be prepared to exit the car in a timely and efficient manner.
- The driveway by the lunchroom is for school buses and daycare vans ONLY.
- Students are counted tardy if they are not in their classrooms by 8:00 a.m.

### Dismissal

- KidAccount Cards will be required daily. Have them ready to be scanned by our staff.
- Children should be picked up by 3:20 p.m.
- Students designated as WALKERS should be walking off campus to their home - not walking to their parent's car in the parking lot or down the street.
- The car line begins on Airport Road and then will turn down Gibson Street. It should never be backed up onto Lee St. See map below.
- Any changes in dismissal require a written note by parent.



Dismissal during the first days of school can be frustrating for everyone. We thank you in advance for your patience and positive attitude as we work to provide the safest environment for your children. Prepare for a long car line.