



# BARDONIA ELEMENTARY SCHOOL

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Principal

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*Building a better world,  
one child at a time.*

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## Arrival and Dismissal Procedures for Families

As a reminder, please review the following procedures so we can all ensure the safety of our children and staff at arrival and dismissal; as well as establish a timely and efficient dismissal process.

- Buses take priority. While the buses are loading or unloading, cars should be waiting in line at the top of the school driveway. Once the buses are loaded, have dropped students off, or are leaving, cars may pull forward from the top corner. No car may pull in front of a bus. No car may pull around or next to a bus.
- Please be patient.
- During arrival, please have your child get ready to exit your vehicle while you are waiting in line to pull up. It is safest for children to exit on the passenger side of the back seat.
- **Parents, please refrain from exiting your vehicle as it is very dangerous and it slows things down.** (Staff will help your child exit your vehicle if necessary).
- For dismissal, staff will assist students in getting into the car on the passenger side of the car. If you need to assist your child with buckling, please pull all the way up to the front and over to the side to assist your child. You **MAY NOT** get out in the middle of the line.
- Please **DO NOT PASS** other vehicles lined up at drop off or dismissal as it is **DANGEROUS**.
- Please pull all the way up to allow room for as many cars as possible to drop off or pick up students.
- If you need to pick your child up early from school you must email your child's teacher. You must also call the office to let the school know 845-639-6460.
- Your child's teacher will let our front desk security know to expect you.
- **Children will not be released for early pickup after 2:35pm.** After 2:35 you must wait for your child to go through routine dismissal procedures
- These guidelines and rules are in place for the safety and well-being of all our students and staff.

As a reminder, we have an increased number of walkers as well. Please be aware of your surroundings so we can ensure the safety of all our walkers.

Thank you for your assistance in being part of our Bardonia Bobcat community. We all work together to keep our students safe! Staff will be encouraging children at dismissal to watch for their cars as they pull around.