



# Caley Elementary School

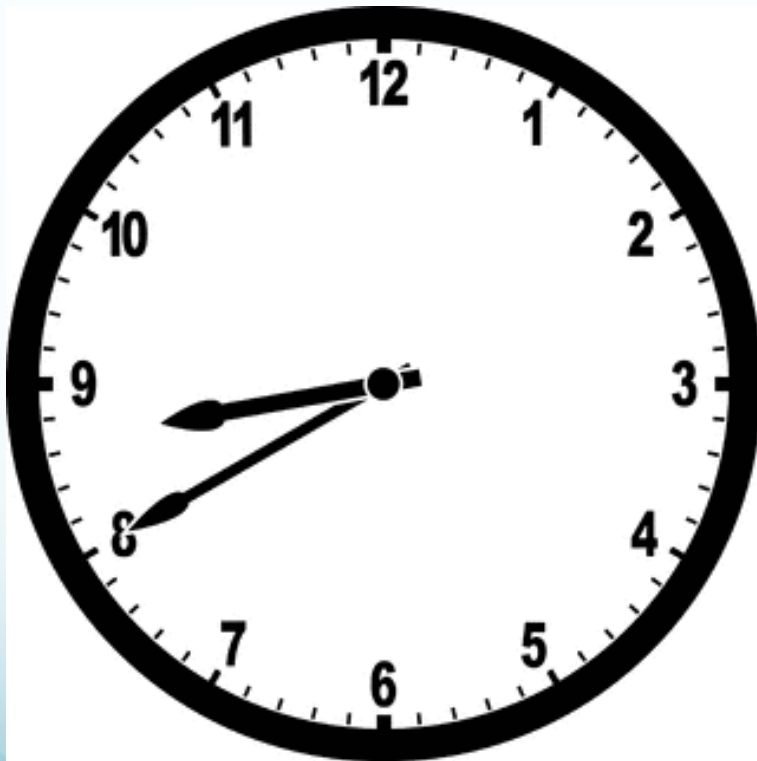
Arrival & Dismissal Procedures for Families

# Arrival/Drop-Off Procedures



# What time is the school open?

The Doors Open at  
8:40am



School Starts at 8:50am

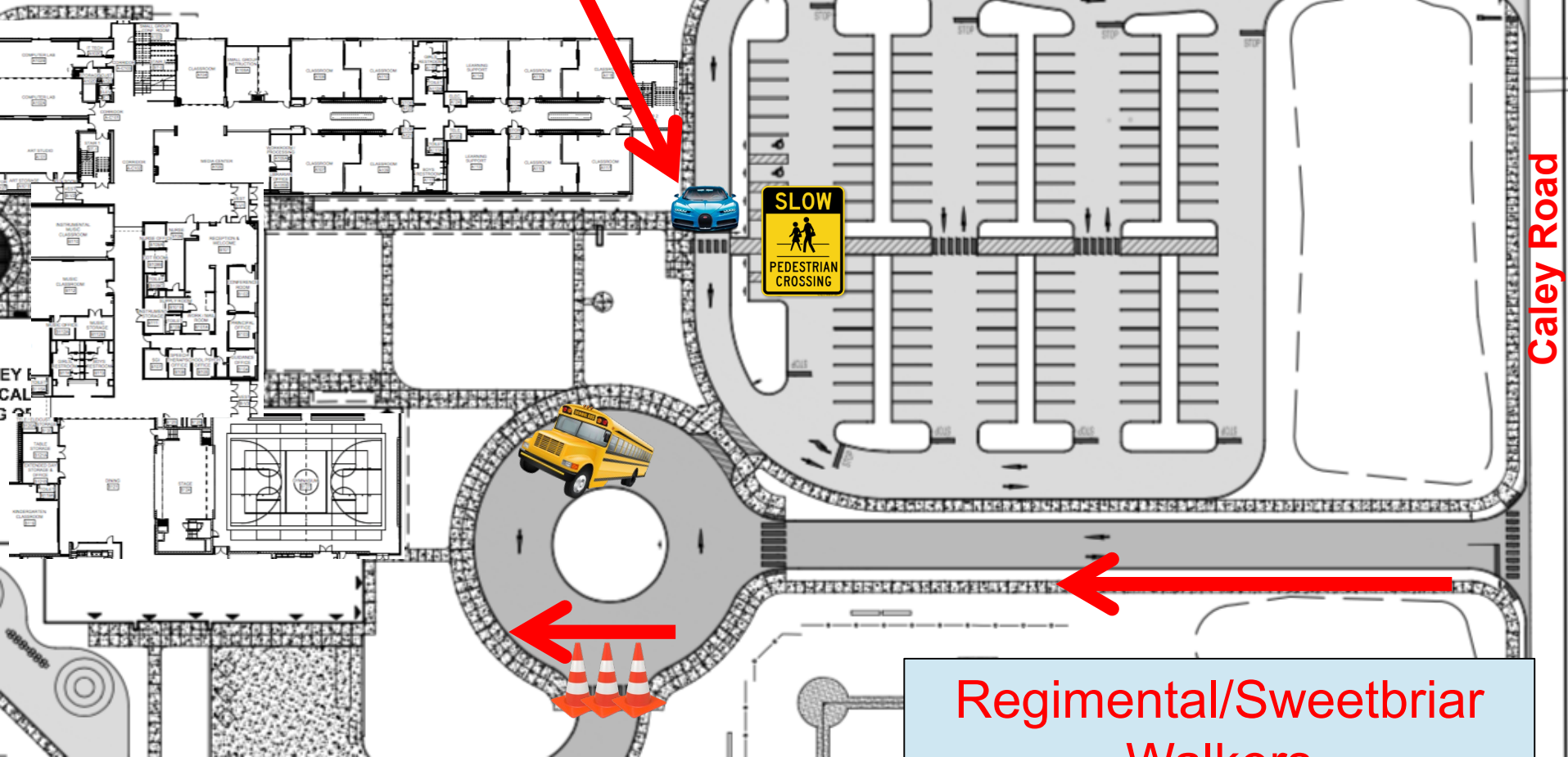


Please do not drop your child off before 8:40am  
as supervision will not yet be in place.

# Arrival

Car Line  
Drop-Off

Abrams Mill  
Walkers



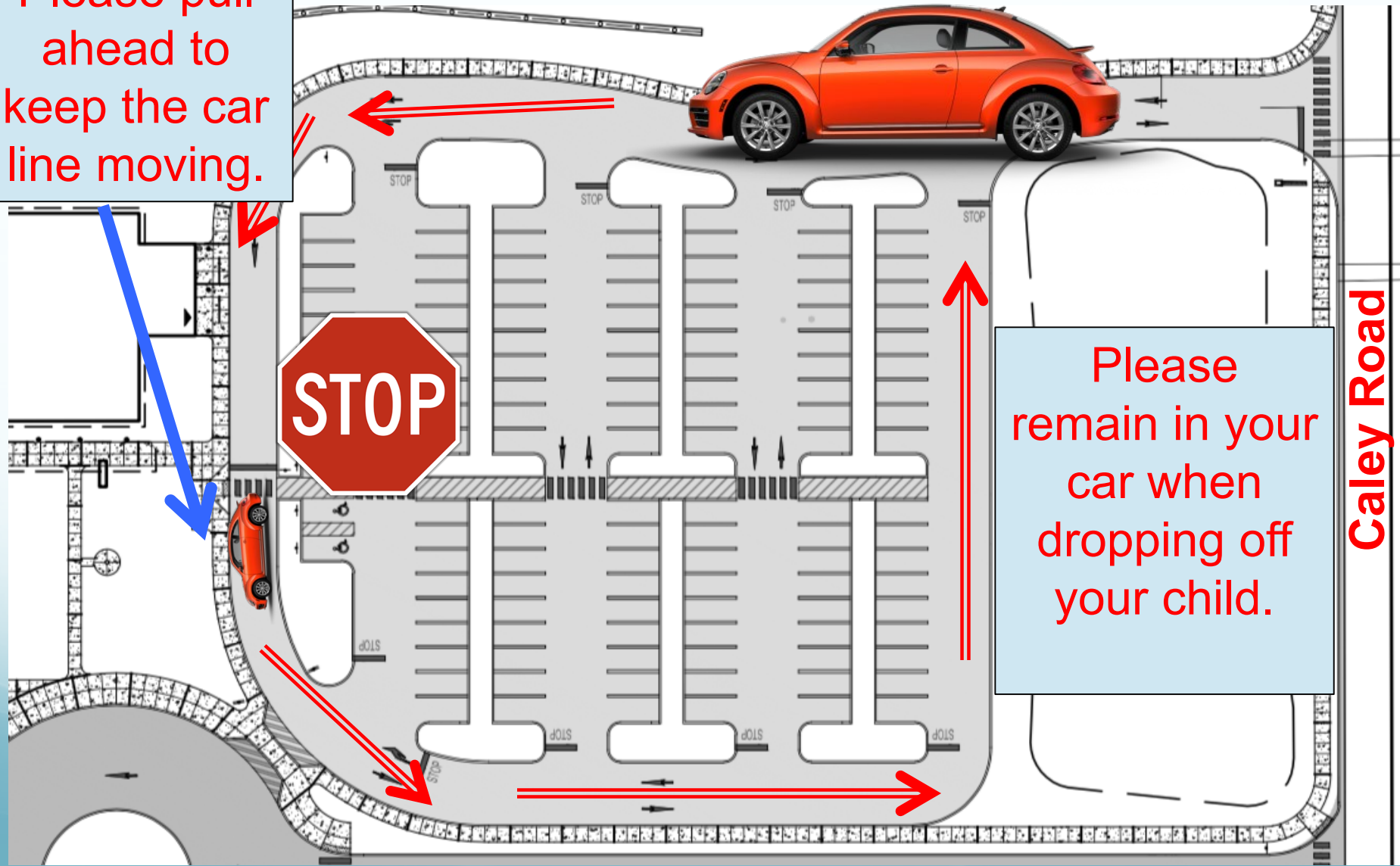
Caley Road

Regimental/Sweetbriar  
Walkers

# Arrival

# Dedicated Drop-off

Please pull ahead to keep the car line moving.



Please remain in your car when dropping off your child.

Caley Road

**Students will enter the building from the main entrance and the gym entrance.**

**Gym  
Entrance**

**Main  
Entrance**

**Kindergarten and  
Grades 3 & 4**



**Grades 1 & 2**

The image shows the exterior of a modern school building. A wide concrete walkway leads to a set of glass double doors. To the left of the doors is a large wall of windows. To the right, there are brick walls and more windows. A covered walkway with a slatted roof and support columns runs along the right side of the entrance. The scene is captured during the day with soft lighting.

**Main Entrance**

**First & Second  
Grades**

The image shows the exterior of a school building. A covered walkway with a dark, slatted ceiling leads to a set of glass double doors. The walls are made of dark red brick. To the right of the entrance is a tall, narrow window with multiple panes. A concrete sidewalk leads from the foreground to the entrance. A large, light-colored pillar is on the left side of the walkway. The text "Gym Entrance" is overlaid in white, bold font on the upper part of the entrance area.

**Gym Entrance**

**Kindergarten  
Third & Fourth  
Grades**

# Dismissal/Pick-Up Procedures



What time does school end?



# Dismissal/Pick-Up



When you enter the parking lot you will have two choices.

- K & 1 with older siblings – Go Straight
- Grades 2, 3, 4 – Make an immediate left hand turn

Please pull ahead to keep the car moving.

**K**

**1**

**STOP**

**STOP**

Please remain in your car when picking up your child.

Please pull ahead to keep the car moving.

**K**  
**1**

**STOP**

**STOP**

Please remain in your car when picking up your child.

Please pull ahead to keep the car moving.

**K**  
**1**

**STOP**

**STOP**

Please remain in your car when picking up your child.

Please pull ahead to keep the car moving.

**K**  
**1**

**STOP**

**STOP**

Please remain in your car when picking up your child.

# Pick-Up (K, 1, and Older Siblings)



Keep it to a single file line. Signs will direct you to exit by way of the bus lane.

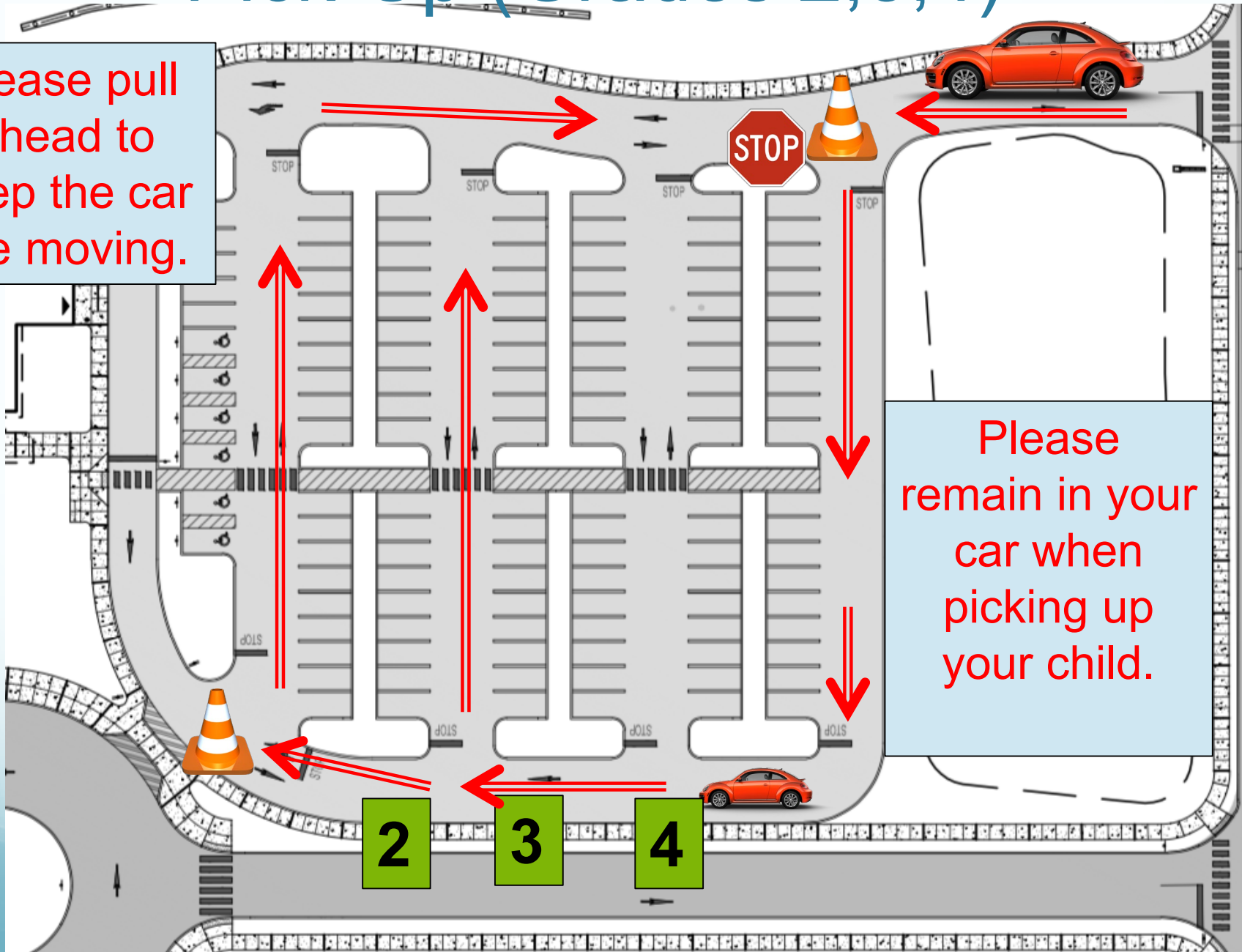
# Pick-Up (Grades 2,3,4)

Please pull ahead to keep the car line moving.

Please remain in your car when picking up your child.

2 3 4

Caley Road



# Signs for Grades 2, 3, 4



# Walkers



# Dismissal- What if my child is a walker?



Abrams Mill Road

We will have students dismiss from different doors depending on whether they live toward the crossing guard at Abrams Mill or Regimental/Sweetbriar.

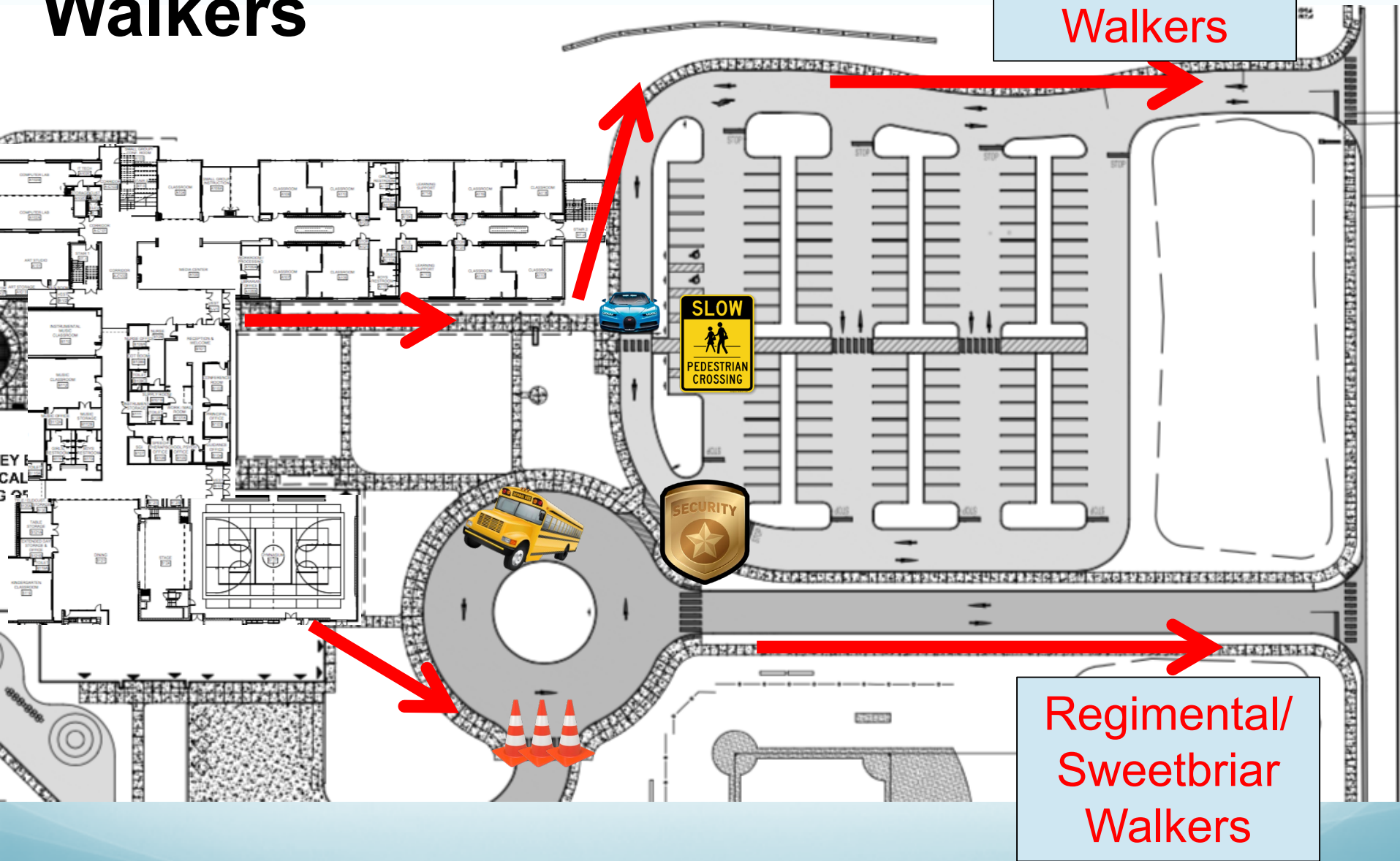


Regimental/Sweetbriar Road

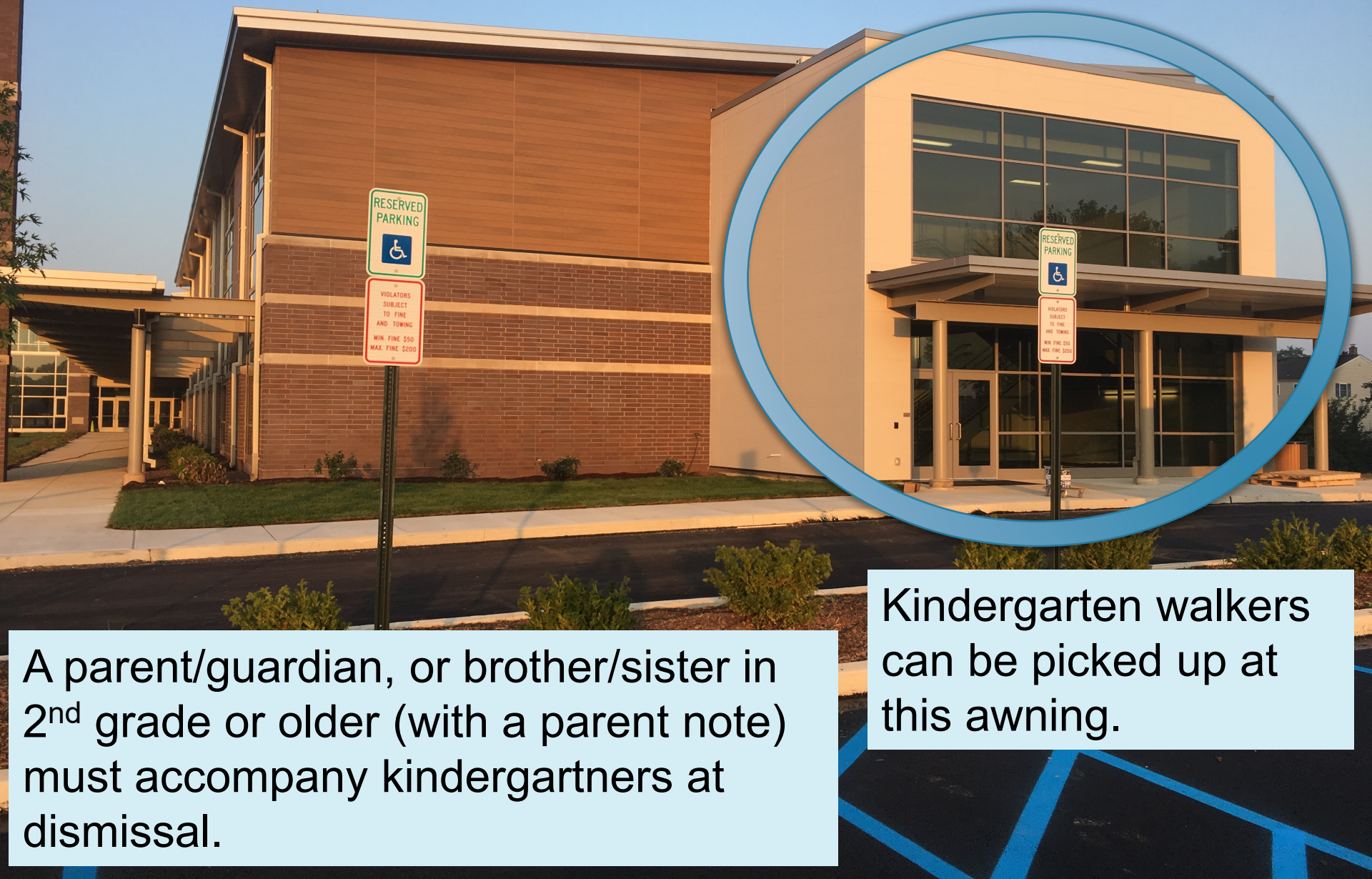


# Walkers

Abrams Mill  
Walkers



# Kindergarten Walkers



A parent/guardian, or brother/sister in 2<sup>nd</sup> grade or older (with a parent note) must accompany kindergartners at dismissal.

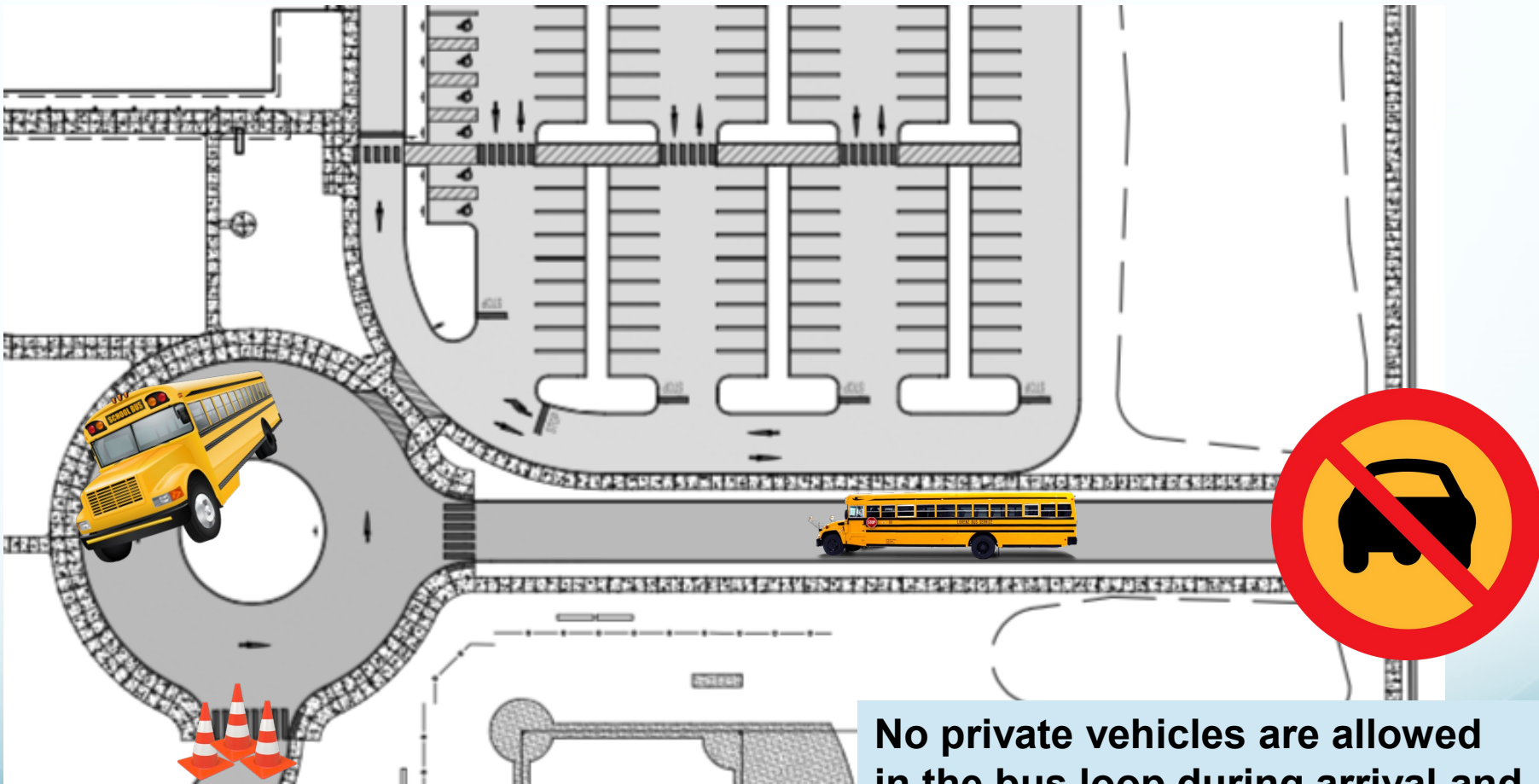
Kindergarten walkers can be picked up at this awning.

# Before & After School Program



**RIGHT AT  
SCHOOL**

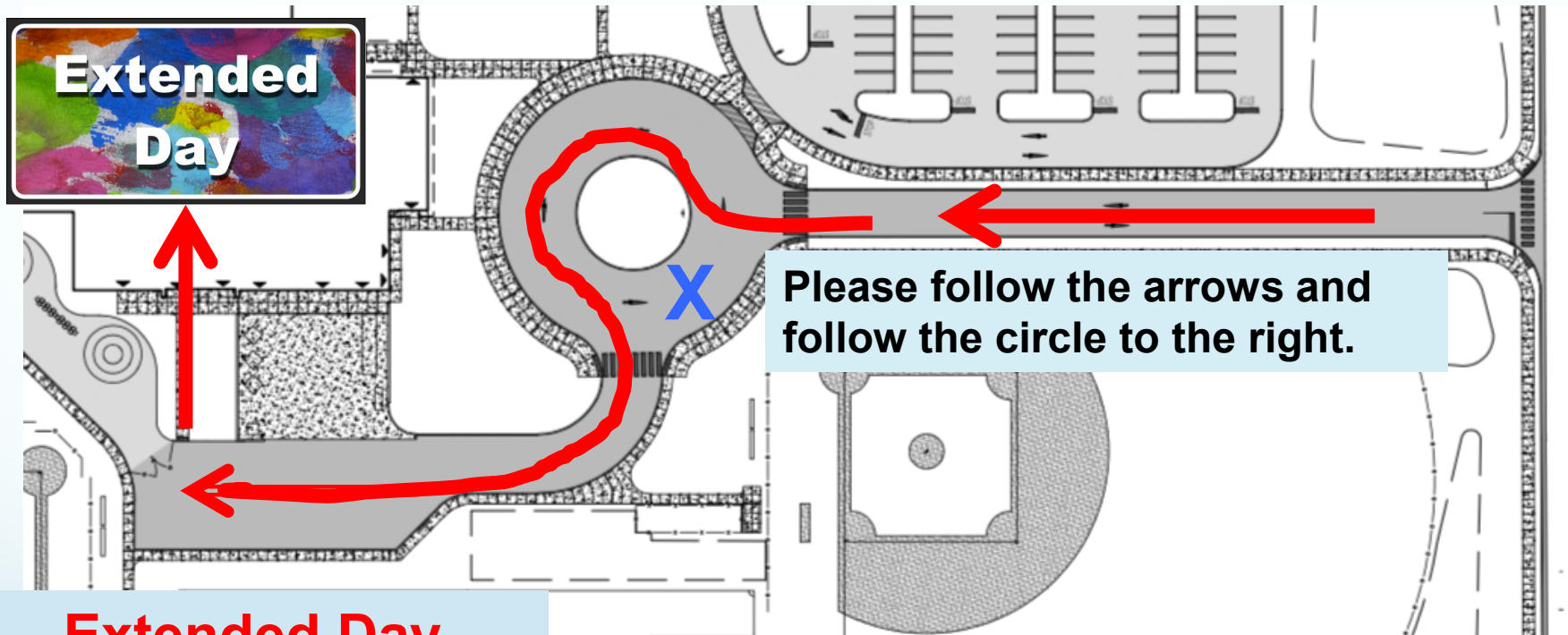
The Bus Loop will be active  
from 8:25-9:00am and again from 3:10-3:55pm.



**No private vehicles are allowed  
in the bus loop during arrival and  
dismissal.**

# Right at School – Before & After School Program

The bus loop may be used by families for before and after school care prior to 8:25am and after 3:55pm.



**Extended Day  
Arrival & Dismissal**

Please note that drop-offs after **8:25** or pick-ups before **3:55** will require you to park in the main parking lot. We will not mix private vehicle traffic and school buses.

Thank you for your support helping  
make our arrival and dismissal safe for  
all students *and* staff.



**Safety**matters