

Arrival and Dismissal Procedures

Essex Elementary School

2025-2026



Car Riders

Car riders are dropped off and picked up in The Zone. Located in the front of the school and marked along the curb, students are expected to enter and exit the passenger-side doors independently while adults wait in the car. Students should step on to the curb and will be directed to the proper entrance.

For dismissal:

- The child's last name should be displayed near the windshield (i.e. on piece of paper/index card) on the passenger side of the vehicle. Staff will call for your child once you arrive.
- Pull as far forward as possible in the spaces marking The Zone.
- Refraining from using your cell phone while in the process of pick-up helps you to hear us if we need your attention and offers a distraction-free greeting when your child enters the car.



Bus Riders

Bus riders are dropped off and picked up at the back of the building. Registration for bus service is required.

Please find registration information at:

<https://www.mersd.org/students-families/busing-and-transportation>



Walkers, Bike Riders, and Children Met By An Adult

Children may ride their bicycles with proper permission from their parents/guardians provided they ride safely and wear a helmet. Bike riders must walk their bikes while on school grounds. Bicycles should be secured on the bike rack.

Adults meeting children should park in the upper lot to the right of the school. Proceed to the staff member by the cafeteria door to request the dismissal of your child.

We encourage families to explore safe routes to and from school should your child have permission to walk home without an adult.