



## Dismissal Routines

Time	Location	Staff	Transition
2:55 - 3:15 pm	C-Gate	Ms. Purnell	<ul style="list-style-type: none"> <li>PreK Parents come in to sign out their scholars</li> </ul>
3:15 - 3:30 pm	<ul style="list-style-type: none"> <li>C-Gate is locked in preparation for school wide dismissal</li> </ul>		
3:20 - 3:25 pm	<ul style="list-style-type: none"> <li>PM Home Room (grades 5<sup>th</sup> to 8<sup>th</sup>)</li> </ul>		
3:25 pm	<ul style="list-style-type: none"> <li>Sibling Pickup (grades 5<sup>th</sup> to 8<sup>th</sup>) in A01                             <ul style="list-style-type: none"> <li>Ms. Purnell will collect K-4 Walking-Siblings</li> </ul> </li> </ul>		
3:28 pm	<ul style="list-style-type: none"> <li>Walkers released</li> </ul>		
3:30 pm	<ul style="list-style-type: none"> <li>Parent Pickup student released</li> </ul>		
3:25 - 3:45 pm	C-Building	- Ms. Purnell - Ms. Munoz - K to 4 <sup>th</sup> Paras	<ul style="list-style-type: none"> <li>Walkers Pick-up</li> <li>Sibling Pick-up                             <ul style="list-style-type: none"> <li><a href="#">List</a></li> </ul> </li> </ul>
	A-Building	- Ms. KJ - Specialty Teachers - 5th-8th Paras	<ul style="list-style-type: none"> <li>Walkers Pick-up</li> <li>Sibling Pick-up                             <ul style="list-style-type: none"> <li><a href="#">List</a></li> </ul> </li> </ul>
3:30 - 3:45 pm	A-Gate Dismissal	- Ms. Seymour - Mr. Silvestre	<ul style="list-style-type: none"> <li>5<sup>th</sup> to 8<sup>th</sup> grade students get called to the playground for parent pick-up</li> </ul>
	D-Gate Dismissal	- VP Richardson - K-3 Staff	<ul style="list-style-type: none"> <li>K-3 students dismissal</li> </ul>
	Main Door	- Ms. Valdez	<ul style="list-style-type: none"> <li>5th &amp; 6th grade walkers</li> </ul>
	F-Gate Dismissal	- Ms. KJ	<ul style="list-style-type: none"> <li>7<sup>th</sup> &amp; 8<sup>th</sup> graders walkers (<a href="#">list</a>)</li> </ul>

3:45 - 4:00 pm	Gym	<ul style="list-style-type: none"> <li>- Ms. Thomas</li> <li>- Ms. Nelson</li> <li>- Ms. Wise</li> <li>- Ms. Richardson</li> <li>- Ms. Villanueva</li> </ul>	<ul style="list-style-type: none"> <li>● K-8 afterschool program students (<a href="#">list</a>)</li> </ul>
	Cafeteria	<ul style="list-style-type: none"> <li>- Ms. Perkins</li> <li>- Ms. Vasquez</li> <li>- Ms. Grant</li> <li>- Ms. Hill</li> </ul>	<ul style="list-style-type: none"> <li>● K-4 afterschool program students (<a href="#">list</a>)</li> <li>● Late Pickup K-8</li> </ul>
4:00 PM	After school programs start		

*\*We will have a grace period for late pickup up to 4:00 pm. Any students picked up after 4:00 pm without prior notice will be charged a fee of \$10 for every 30 minutes.*