

Bath Elementary School

Student Arrival and Dismissal Procedures

ARRIVAL

Parent Drop off: Cars will enter the main entrance of Bath School for parent drop off. This will be the only entrance for cars. Cars should **not** drop off students in the bus loop. Drop off time begins at 8:00 AM and ends at 8:20 AM. **To alleviate traffic congestion at the intersection, all traffic, cars and buses, must exit to the right on Bath Rd. We know this isn't convenient for everyone, but it is a solution that helps to eliminate our traffic issues.** Thank you for your understanding and cooperation.

Bus Drop off: Buses will arrive at the bus loop between 8:00-8:20 and children will enter by the Music Room doors. The tardy bell will ring at **8:25** and morning announcements will begin.

DISMISSAL

Parent Pick Up: Because of the large number of parents who are picking up students at the end of the day, we will have staggered parent pick up times for all children based upon their last names. We will use this chart as a reference for times and locations for pick up.

	BUS LOOP	MAIN ENTRANCE
3:05	A-D Bus Loop (Place Sign in Your Window)	E-K (Park Your Car)
3:08		L-Z (Park Your Car)
3:10	Bus Dismissal Will Begin	
3:10	Children riding buses will be dismissed from classrooms. They will be seated in the gymnasium and cafeteria spread out in a safe distance based upon the bus that they ride home. The kids will be released to their bus as each arrives in the bus loop.	

At 3:05, students with a last name beginning with **A-D** will be dismissed to the bus loop entrance of the building. Parents are asked to pull into the **bus loop** side of the building, stopping by the trash dumpsters. Cars will line up behind each other in the bus loop. The **A-D** parents will need to have a sign in their passenger window with their last name to help us quickly match cars with students. Students will wait under the canopy until they see their parent's car. The students will then move along the sidewalk to get into the car. We have limited parking spaces in the bus loop, so cars will need to line up and wait for students. The goal is to have our A-D students picked up prior to our buses starting to arrive.

All of the remaining students with last names between E-Z will be picked up on the sidewalk at the front entrance of the building. **Parents will need to park their cars in the lot and walk up to get their children from the sidewalk.**

At **3:05**, students with a last name beginning with **E-K** will be dismissed. The children will exit the main entrance and will be standing on the sidewalk. Parents will need to **park their cars** and walk up to the sidewalk to meet their child.

At **3:08**, students with a last name beginning with **L-Z** will be dismissed.

Because our parking spaces are limited, it will be important that parents stagger their arrival times. We will need parents to pick up their children and exit quickly so that the next wave of parents are able to park their cars. Thank you in advance for helping to make our dismissal process as smooth and efficient as possible.