



Crivitz Elementary School Drop-Off &

Pick-Up

Drop-Off

- All 4K-6th grade students will be dropped off at the recess gate on Louisa St.
- All vehicles will enter by way of the 2-lane road at the north end of the playground from Hall Hay St. As vehicles are turning right onto Louisa St, they will merge into 1 lane.
- Students should not exit the vehicle until they reach the recess gate and are signaled to do so by a recess supervisor.
- Parents/guardians **SHOULD NOT** exit the vehicle. If a student needs help getting out of a car seat, parents will be asked to pull forward as to not hold up the drop off line.
- Students are **NOT** to be dropped off before 7:40, and they should not be dropped off unless a recess supervisor is present and signals them to exit the car. The morning bell rings at 7:50. This is when students will enter the building.
- Parents are not allowed in the playground area at any time during the school day including drop off and pick up.

Pick-Up

- All 4K-6th grade students will be picked up at the recess gate on Louisa St.
- All vehicles will enter the newly installed, 2-lane road at the north end of the playground from Hall Hay St. As vehicles are turning right onto Louisa St, they will merge into 1 lane.
- Students should not enter vehicles until they are signaled to do so by a recess supervisor.
- Parents/guardians **SHOULD NOT** exit the vehicle. If a student needs help getting into a car seat, parents will be asked to pull forward as to not hold up the pick up line.
- Parents are not allowed in the playground area at any time during the school day including drop off and pick up.
- If someone other than a parent, or an emergency contact who has been added to Skyward is picking up your child, you must let the office know, and that person must provide identification during pick-up. Students will **NOT** be allowed to leave with someone new unless the school has been made aware, and that person shows identification.

Bus Transportation

- Buses will drop all students off & pick all students up in the south alley.
 - During drop-off, students will walk along the sidewalk on Louisa St. to the playground, & remain on the playground until the morning bell rings at 7:50. Then teachers and/or paras will bring students in. Paras & older students will help 4K & 5K students walk safely to the playground.
 - At the end of the day, all bus students will exit the building at the south doors and will immediately board buses.

Students Walking To & From School

- All students walking to school will enter through the main recess gate on Louisa St.
 - Students should **NOT** cross Louisa St near the recess gate while drop-off is in progress.
 - At the end of the day, students who are walking will be dismissed from the main office doors or the parking lots doors depending on the direction they're walking. If parents walk students home they should wait near the doors students are exiting from. For safety reasons, students walking home will **NOT** be dismissed until after the car



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pick-up line is finished. Parents should not walk along the sidewalk on Louisa during drop off, and they should not wait near the recess gate during pick up.

MISC

- Prepare Your Kids to Exit
 - Please give hugs & kisses before you leave home.
 - If your child is old enough, teach them to buckle and unbuckle themselves.
 - Keep your child's backpack, lunchbox, and other school essentials close to them so they can grab their belongings as they exit the car.
- Do Not Arrive Too Early or Too Late
 - Arriving too early creates unnecessary traffic AND doesn't really save you time.
 - Morning supervisors are not outside until 7:40. Please DO NOT drop students off until a supervisor is on duty and you have pulled up to the recess gate. Supervisors will signal you when it is safe for you to let your child(ren) exit the vehicle.
 - The morning bell rings at 7:50. Students are expected to be in their seats and ready to learn at 8:00. Arriving later than 7:55 will likely mean that your child will be marked tardy.
 - Dismissal is at 3:15. Again, arriving too early creates unnecessary traffic AND doesn't really save you time. Also, please do not arrive late to pick your child up. Teachers' workdays end at 3:30. After 3:30, there is no one available to supervise your child(ren).
- Follow School Protocols
 - Following school drop-off & pick-up expectations will help to avoid unnecessary confusion and chaos, and more importantly it will help keep our students safe.
 - Attempting to go against protocols is dangerous for everyone involved and it puts your child and other children's safety at risk.
 - Whether you approve of the process or not, we ask that you please follow it. If you're unsure about drop-off & pick-up procedures, please contact the school office.



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