

Arrival & Dismissal Reminders

CAR RIDER:

- Students may not be picked up through the car rider line without a school issued car tag.
- Keep a single-file line. Do not pass unless directed by staff.
- Students should enter/exit promptly when the vehicle stops.
- Students may only enter/exit from the passenger side.
- Please remain in your car. Pull into the parking lot if your child needs help with the seatbelt, etc.

WALKER/BIKER

- All bikers should walk their bikes once they are on school property. Walkers and bikers should stay on the sidewalk all the way to the bike racks.
- Students riding bicycles to school should place bikes in designated areas.
- Students will be dismissed and escorted to the marquee in the front of the school.
- Staff members will dismiss students to parents and ensure they cross driveways safely.
- PreK and Kindergarten students will NOT be allowed to walk or bike by him/herself and will be escorted back to the campus if no adult is there to meet them

BUS

- Bus riders must be pre-approved by transportation services before riding the bus.
- Pre-K and Kindergarten students will not be released from the bus without an adult with the passcode is present at the bus stop; and will be returned to the campus to contact a parent or guardian.

DAYCARE

- Please make sure your child's teacher knows the name of the daycare.
- If your child is absent from school, please make your daycare aware.

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TRANSPORTATION CHANGES:

- It is extremely important to our staff that all students are dismissed safely every day.
- Frequently changing modes of transportation can cause confusion for children. We recognize that situations arise which may require a change in how students go home. If there is a change in how your child will go home, please NOTIFY THE OFFICE.
- Emails should not be sent the day of the change, as teachers might not see this because they are busy teaching their class during the school day or may be off campus.
- If advance notice is not possible, phone calls advising the front office of the change must be made no later than 2:30 PM.

DISMISSAL TAGS:

- All students should have a color-coded dismissal tag attached to their backpack (usually on the top loop) based on their usual dismissal mode.
- Please help our teachers by checking this tag periodically to ensure that it is still on their backpack and that it shows their current daily dismissal mode.

EARLY PICK UP/CHECKOUT:

- To ensure a smooth and organized dismissal, parents who need to pick up their child early for an after-school appointment, etc. must do so by 2:30 p.m.

PICKING UP/CHECKING OUT STUDENTS:

- If someone other than the parent/guardian will be picking up your child, the person's name must be listed in Skyward as a family member or emergency contact.
- The person designated to pick up your child must be prepared to show his/her driver's license to school officials