

Arrival Procedures

- School begins at 8:35am.
- Students may enter the building no earlier than 8:10 a.m.
- Students may enter through Door #1 or Door #20.
- All students must pass through a security checkpoint upon entering the building.
- Please note: Students will not be supervised outside the building prior to 8:10 a.m. For safety reasons, please do not drop students off before this time.
- Please be mindful of all traffic laws to ensure a safe student drop-off.

Dismissal Procedures

Student dismissal begins promptly at **3:00 p.m.**

The safety of all students is our top priority. Please review the following dismissal procedures carefully.

Dismissal Locations

- **K-2:** Door #20
- **Grade 3:** Door #3
- **Grade 4:** Door #4
- **Grade 5:** Door #7

Picking Up Your Child

- Students in **Grades K–5** may be picked up by an **authorized adult** at dismissal.
- At dismissal, please look for the **class cone displaying your child's room number** and wait in the designated area.
- Students will only be released to an **authorized adult age 18 or older** who is listed in **Infinite Campus, the Emergency Card, or the Student Dismissal Plan**.
- **All adults picking up students must present a valid photo ID.**
- **Siblings of students in Grades K–2** will be dismissed together at **Door #20**.

Walking Home

- Students in Grades 3–5 may walk home unescorted only with signed parent/guardian permission using the **Student Dismissal Plan** sent home with your child.
- Students in Grades K–2 may walk home with an older sibling only with signed parent/guardian permission using the **Student Dismissal Plan**
- If the older sibling is absent from school, the younger sibling must be picked up by an approved emergency contact who is 18 or older and presents a valid photo ID.