

## **Arrival & Dismissal Plans**

**2022-2023**

It is important to stress that students and guests on campus MUST remain on the sidewalks. Pedestrians may only step into the roadway at the designated crosswalk.

### **Arrival**

**Timeframe:** 8:00 to 8:15. First Period begins at 8:16.

#### **Notes:**

- The drop-off lane is NOT used for parking during arrival.
- Pull up to the crosswalk in front of the gym and/or the vehicle in front of you. This allows for more vehicles to access the drop-off area.
- Drivers must remain in their vehicles.
- Students should exit on the passenger side whenever possible. This is the safest procedure for our students and staff members.
- Staff will assist students out of the vehicle.
- Students will go directly to their homeroom upon entering the building.
- Parents may park in the Bus Lane or in front of the Old Building and walk their children up the sidewalk.

### **Drop-Off and Entry Points:**

\* All students can be dropped off in the main arrival lane in front of the flagpole. \*

**PreSchool** - Drop-off by middle school entrance. Enter through Preschool doors.

**Kindergarten** - Drop-off by middle school entrance. Enter through the main lobby.

**1st Grade** - Drop-off by middle school entrance. Enter through the main lobby.

**2nd Grade** - Drop-off by the Old Building. Enter near the music room doors.

**3rd Ms. Kolb** - Drop-off by the Old Building. Enter near the music room doors..

**3rd Mrs. Colyer** - Drop-off by middle school entrance. Enter through the main lobby.

**4th Grade** - Drop-off by middle school entrance. Enter the middle school lobby.

**5th Grade** - Drop-off by middle school entrance. Enter the middle school lobby.

**6th Grade** - Drop-off by middle school entrance. Enter the middle school lobby.

**7th Grade** - Drop-off by middle school entrance. Enter the middle school lobby.

**8th Grade** - Drop-off by middle school entrance. Enter the middle school lobby.



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### **Dismissal**

**Timeframe:** 2:35 to 3:00.

**Notes:**

- **Car Staging Area** : Parent vehicles will create a two-lane queue in the lower parking lot and on School Street. Vehicles will enter the queue **OPPOSITE** the posted signage (enter through the exit). Staff at the bottom of the hill will send vehicles as the loading lanes empty.
- The loading areas are **NOT** used for parking during dismissal.
- **Loading Lanes** : There are two designated student loading areas.
  - Middle School Lane (B) - Students in grades 4-8 will use this area, *unless* they have a sibling in PreK - 3rd.
  - Elementary School Lane (A) - Students in PreK-3rd *and* older siblings will use this lane.

**\* Remain in or near your vehicle. Staff will escort students to your car. \***

- **Seatbelts & Car Seats** : It is the responsibility of the parent / driver to make sure all passengers are correctly secured in the vehicle.
- **Parent Walk-ups** : Mrs. Danko will call for student's of "parent walk-ups" on the long sidewalk leading up to the gym. Parents **MUST** remain in this area while waiting for students. School staff have been assigned to the crossing lane to help children across the street.
- **Walkers** : Students that routinely walk home will be dismissed at 3PM.
- **After School Activities** : Students involved in school sponsored extracurricular activities taking place following the regular school day will dismiss from their homerooms at 3PM.
  - Aftercare : The YMCA students will meet in the cafeteria beginning at 2:55.
  - Discovery Years : Discovery Years students will dismiss when the bus arrives.

View the map on the next page, or Mrs. Sigman's [Dismissal Tutorial](#) video for clarification.





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