

DROP OFF & PICK UP PROCEDURES

updated 8-1-22

Morning Drop Off

Students should be dropped off at the curb near the elementary school entrance doors between 7:45 a.m. and 7:55 a.m. Please follow the line of parents dropping off their children. **Children are put into an unsafe situation if drivers pull around and try to cut in at an angle to drop their children off.** In the same way, please be courteous to other parents who are dropping their children off at the curb by helping to keep the line of cars moving. Please ask your children to be ready to disembark your vehicle as you pull up to the curb.

If you would like to walk your child(ren) to class, please park in the parking lot and not at the curb. When walking your children into school, please keep them with you and do not allow them to run in front of you to the building. **To help our pick up and drop off run efficiently, there is no parking in the curbside lane before or after school.**

Afternoon Pick Up

1. Parents will pull up in the curbside lane to wait for the students to be dismissed at 3:00 p.m.
2. To better facilitate dismissal time, each family will receive a rearview mirror tag with a family identification number. This number will be used to identify families as they arrive in the pick up lane. Family identification numbers will be entered into a tablet, which will then appear as family names on a shared Google document in each classroom.
3. Students will remain in their classrooms until they see their names displayed.
4. The numbers will be sent from the curbside tablet to dismiss the students from class.
5. Parents should keep the curbside lane moving so that others are forced to wait for them.

Parents may park in the parking lot if they wish to pick up their children directly from the classroom at 3:00 p.m. when school is dismissed.

