

Arrival/Drop-off

Students may enter the school building at 7:50 a.m. and school begins promptly at 8:00 a.m. Two lanes are available for student drop-off. The drop-off lanes are intended for quick student drop-off only. To keep traffic moving safely and efficiently, parents/guardians who need additional time to assist their child, escort their child, gather belongings, or address other needs should park in a designated parking space. These spaces include any lined parking space AFTER passing the crosswalk. For the safety of all students and to maintain a smooth flow of traffic, the main drop-off and parking sections should never be used for drop-off parking or extended stops.

A staff member will be stationed outside in the crosswalk to ensure students being dropped off in the far lane can cross safely during morning arrival until 8:00 a.m. As the school day begins promptly at 8:00 a.m., staff members must transition inside to begin their assigned duties. Therefore, **a staff member cannot be guaranteed to be available outside to assist with crossing after 8:00 a.m.** For the safety of all students, families are encouraged to plan their arrival accordingly and arrive early enough to allow time for students to safely enter the building before the school day begins. If arriving after 8:00 and no staff member is visible outside, it is safest for students to be dropped off in the lane closest to the school building.

Preschool Dismissal

Half-day dismissal will take place at 11:15 a.m. Parents/Guardians should park and walk to the vestibule entrance by the playground. Students will remain inside the building with their teacher until their approved parent/guardian arrives. Once the teacher sees the approved parent/guardian waiting outside the entrance, the student will be released to them. For the safety of our students, please remain outside the building and wait for your child to be brought to the entrance by the teacher.

Full-day dismissal will take place at 2:20 p.m. Parents/Guardians should enter through Lane 1 (innermost lane closest to the school building and playground) and remain in their vehicle. Prior to the first day of school, each family will receive a colored dismissal placard to display prominently in the vehicle's windshield. Please ensure the placard is clearly visible each day during dismissal. Once you have arrived and your placard has been verified, your child will be safely escorted from the building and brought to your vehicle by a staff member.

Lane 1 is reserved specifically for preschool dismissal until 2:30 p.m. Families picking up preschool students are encouraged to arrive during this designated time to take advantage of the preschool dismissal lane and help ensure a quick and efficient pickup. After 2:30 p.m., Lane 1 will no longer be reserved for preschool, and preschool families arriving after this time will need to follow the general dismissal traffic pattern. Please be aware that pickup may take longer once you are in the general dismissal traffic. We encourage families to plan accordingly and arrive by 2:30 p.m. whenever possible.

Older siblings of preschool students will not be dismissed until 2:35 p.m. Families who have students in preschool, as well as another grade may either pick up their preschool student during the designated time, exit the parking lot and re-enter to pick up their other student(s) OR may wait until 2:35 to pick up all students.

K-8 Dismissal

Dismissal begins at 2:35 p.m. and goes until 3:00 p.m. Three lanes are available for student pick-up. **LANE 1 IS RESERVED FOR PRESCHOOL PICK-UP ONLY UNTIL 2:30 P.M.** Lane 1 is the innermost lane closest to the school building and playground. This lane is also used to allow our buses to pass through for dismissal of bus riders. If parked in Lane 1 prior to 2:30 you will be approached by a staff member and required to exit the parking lot and re-enter into Lane 2 or 3. After 2:30 p.m., Lane 1 is open to families of students in any grade. Prior to the first day of school, each family will receive a colored dismissal placard to display prominently in the vehicle's windshield. **Please ensure the placard is clearly visible each day during dismissal.**

As vehicles enter the dismissal lane, a staff member will walk through the line and enter the student name(s) listed on each placard. Once called, the student(s) will be sent outside and directed to the appropriate vehicle. **Displaying the placard each day is an important part of keeping dismissal moving quickly and efficiently.** When the placard is clearly visible, staff members can identify the students being picked up without needing to stop at each vehicle, ask the driver to roll down the window, and verify the student's name. This helps minimize delays and keeps traffic flowing smoothly. We appreciate families having their placard visible and ready each day to help make dismissal as safe, smooth, and efficient as possible.

K-8 Dismissal Line and Traffic Guidelines

To help keep dismissal safe and traffic moving smoothly, **please do not arrive before 2:30 p.m.** Arriving too early can cause the dismissal lanes to back up onto the street, creating safety concerns and interfering with normal community traffic. For the safety of our students, families, and community, **please do not stop or wait in the street for dismissal.** Vehicles stopped in the roadway block the flow of traffic and can create unsafe conditions for other drivers. We ask that families plan their arrival accordingly and wait until **2:30 p.m. or later** to enter the dismissal area. Thank you for helping us maintain a safe and efficient dismissal process for everyone.