

Arrival to School

Preschool students enrolled in the morning program begin their day at 8:20 a.m. and end their day at 11:20 a.m. The afternoon program begins at 12:20 p.m. and ends at 3:20 p.m. Students in Transitional Kindergarten and half day Kindergarten begin instruction at 8:50 a.m. and end the day at 12:10 p.m. The instructional day for full day Kindergarten and First through Sixth grades begins at 8:50 a.m. and ends at 1:00 p.m. on minimum days or 3:30 p.m. on regular days.

Students may not arrive to or be dropped off at school before 8:10 a.m. At 8:10 a.m. supervision is available and students may enter campus and line up for breakfast service. Breakfast service begins at 8:15 a.m. and ends at 8:45 a.m. When students finish breakfast they may exit the cafeteria and wait at the green benches for the morning recess bell to walk onto the playground.

Students who eat breakfast at school should plan to arrive at the cafeteria no later than 8:30 a.m. to give themselves enough time to wait in line, punch in their numbers, receive their tray, and then eat. A student who arrives after 8:30 a.m. may not have enough time to eat and may be at risk of being tardy to class.

Parents/guardians of Kindergartners who eat breakfast may accompany their students to the breakfast line and to the door of the cafeteria. At 8:45 a.m. staff will escort Kindergarten students to their classrooms. For safety and health reasons, parents/guardians are not permitted in the cafeteria, unless specific written permission is granted from school administration.

Parents/guardians are not permitted to remain on campus after dropping off students unless specifically scheduled to volunteer on campus or in a classroom.

Kindergartner's not eating breakfast may arrive on campus at 8:45 a.m. and walk directly to their classrooms. First through Sixth grade students who are not eating breakfast may arrive on campus at 8:35 a.m. and wait at the green benches for the morning recess bell to walk onto the playground.

Recess begins at 8:40 a.m. at the sound of the first morning bell. At 8:48 a.m. a second bell rings. The expectation is that all students freeze, wait for a signal, then walk to

their lines. Teachers will meet students at their lines and walk them to class.

Dismissal from School

Preschoolers and Kindergarteners will be dismissed at the classrooms.

Parents/guardians will be provided two passes permitting entrance to the campus to wait at the designated classroom door for pick up. Parents/guardians who forget or lose their passes will need to sign in at the office. Kindergarten students eating lunch will be escorted to the cafeteria by school staff and walked to the front gate for pick up at 12:30 p.m.

At the bell, staff will escort first through sixth grade students to the bus pick up area (Rogers Lane), front grass area (Sterling Avenue), or back grass area (Rogers Lane). Students who walk home must not loiter at the exit points, but immediately walk home. Parents/guardians are not permitted on campus for dismissal prior to 3:30 p.m. (1:00 p.m. on minimum days). Parents/guardians picking up students on campus must wait on the grass areas at the front or back of the school. Parents/guardians of first through sixth grade students will not be permitted to wait at the green benches, on the playground, in the hallways, or any other areas other than the front and back grass areas.

Students may be picked up by vehicle using the drive through at the front of the school and the curb at the back of the school. Please DO NOT ask your child to enter the vehicle unless it is directly at the ramp (front gate) or against the curb (back fence). Students will not be allowed to enter the street or cross the drive through for pick up. As a courtesy to other parents, please pull forward as space becomes available. If your student has not arrived at the pick-up point, please drive through and reenter when possible. Drivers please DO NOT leave your vehicle unattended or double park.

The parking lot off Rogers Lane is used by staff and closed to visitors. The parking lot off Sterling is available for visitor parking. Additional parking is available along the curbs on the school side of the streets. Parking lots are not points for student drop off or pick up. Please park in designated areas marked as parking spaces. DO NOT park along fence lines or in front of the dumpsters. Handicapped individuals may enter the gate next to the playground for entrance. All other individuals must walk along the front sidewalk to enter the school campus at the front gate.