

Arrival and Dismissal

School begins at 8:00 a.m. School doors open at 7:45. Students are allowed to go to their classrooms at 7:45. Students must be seated and ready to begin the instructional day when announcements begin at 8:02. Students arriving after **8:00** are tardy and must be signed in by an adult in the office. Students are dismissed at 3:00 p.m. Children must be picked up by 3:15 p.m. **Students may not be dropped off on the porch before 7:45 a.m.**

Car and Van Rider Arrival

The following policy has been developed for the safety and well-being of all students. We ask that parents and caregivers follow the school's morning procedures. Please enter front, MAIN ENTRANCE drive of the school from Tyler Drive in two lanes and pull up to the last supervising personnel. School personnel will assist your child as they unload and walk across to the sidewalk. Please do not park in the arrival lanes or fire lanes. If you would like to come in with your child, please park in one of the legal parking spots. Students may enter the building at 7:45 a.m. Classes begin at 8:00 a.m.

School Bus Arrival

School buses will arrive and park in the bus lane in a double line. Students will remain on the bus until 7:45 a.m. at which time school personnel will assist as students enter the building. Students may at that time proceed to their class.

Dismissal Procedures

Car Rider Dismissal

At 3:00 p.m., car riders will be dismissed under the supervision of faculty and staff. Cars will enter the drive from Tyler Drive and pull to the end of the building in two lanes. School personnel will use walkie-talkies to call students to their cars. When all cars in the drive are loaded, we will then move the first load out and the second load in. **This will be a slow process the first week of school, but if parents will cooperate and remain in their cars, we can get the process down to 15 minutes. Please do not come to the porch and ask for your child.** Due to safety precautions, we will not release students that way and it only slows the process. This procedure for dismissal is fully supported by the Board of Education. Cars are not allowed to pull off of Tyler Drive in front of the middle school. This is a one way drive and you risk an accident or harming a child.

Bus Rider and Van Rider Dismissal

Bus riders and van riders will be dismissed in the bus lane at the lower end of the building. The buses and vans will be lined up in double lanes. Bus students are accompanied to the bus loading area and supervised by faculty and staff. Buses and vans will be called by number or name over the intercom.

Walkers Dismissal

Walkers will be dismissed first, which will be at approximately 3:00. Children who walk to and from school must use sidewalks and travel directly to and from school. Students must respect the rights of all homeowners whose property borders the school. Students will cross Tyler Drive and Andrew Jackson Parkway under the supervision of the School Crossing Guards.