

Bellevue Middle Prep Arrival and Dismissal Procedures

Arrival:

Start time: 8:55 a.m. Dismissal time: 3:55 p.m.

School doors open at 8:40 a.m. Students are not allowed to be dropped off before 8:40 a.m. or left after school, unsupervised. Once the doors open, all students are required to go to lockers and class or enjoy breakfast in the cafeteria until the bell rings at 8:50 a.m. If students are going to eat breakfast they are to immediately go to the cafeteria to eat. The cafeteria doors close one minute before the warning bell rings. Students must be seated and ready to begin the instructional day when the bell rings and announcements begin at 8:55 a.m. Students arriving after 8:55 are tardy and must sign-in in the office.

Car riders should enter at the tennis court and follow the car rider lane to the designated drop off point in the right hand parking lot. Students may enter through the main front entrance and the doors located at the drop off point. ***Cars are not allowed in the front bus lane between 8:10 and 9:10 in the morning and 3:30 and 4:10 in the afternoon for safety reasons.***

Early Dismissal:

Early dismissals are discouraged. Teachers use every minute of the instructional day and early releases create a disruption for students. Exclusions to this policy include religious training, doctor/dentist visits, counseling sessions, or other activities approved by the principal. Early dismissals for convenience are strongly discouraged.

If a dismissal is required, we ask all parents and visitors come to the office to sign a student out of school. Office personnel will then call the appropriate classroom, and have the child dismissed to the office. ***Students will only be dismissed to adults listed on the student profile form. Anyone picking up a child must show identification. Early dismissals after 3:30 p.m. are prohibited.***