**Arrival Procedure:**
- In the mornings you may drop your child off as early as 7:30 am.
- For safety purposes, we ask that you pull up to the front doors of the school and not allow your child to walk through the parking lot to enter school.
- If you arrive after 8:00 am, you have to sign your child in the office.

**Departure Procedure:**
1. Please remain in your car, students will come to you.
2. Students names are called by walkie-talkie and will walk to sidewalk.
3. Students will be told to “load” once all cars have stopped.
4. When all cars are loaded you will be directed by a teacher to exit the school grounds.