

After School/Car-rider Dismissal Procedures

- If parents need to change the usual dismissal plan for their student(s), they should send a note with their child(ren) the morning of the change. Parents may also call the office before 3:15. Please do not email teachers or administration with these changes. We cannot guarantee that email will be read before dismissal time.
- Car-riders wait by grade level in the gym for their car to pull up to the loading zone.
- Parents are asked to follow the blue line leading through the parking lot to the entrance in front of the school.
- If your child requires help with their seatbelt, please pull ahead to do this so we may continue to load other cars.
- Staff members will supervise the loading of students into cars.
- Cars may not be left unattended in the loading zone.
- **ABSOLUTELY NO STUDENT PICK-UP IN THE FRONT LOBBY, OUTSIDE CLASSROOM DOORS OR IN THE HALLWAYS.** All car riders will be dismissed by staff through the outside gym doors **ONLY**.
- Parents who do not wish to wait in the car loading line must come to the designated pick up area at the benches in front of the school with their green card. In order to make car loading safer and more efficient, these students will be brought out from the gym after all other car-riders have been dismissed. Parents who pick their children up in this manner will assume responsibility for their children's safety as they exit to the parking lot.