



ARRIVAL AND DISMISSAL PROCEDURES - 2020-2021

As we begin our school year, please review the following important Arrival and Dismissal procedures. Thank you in advance for following these newly implemented procedures that will help keep us all safe!

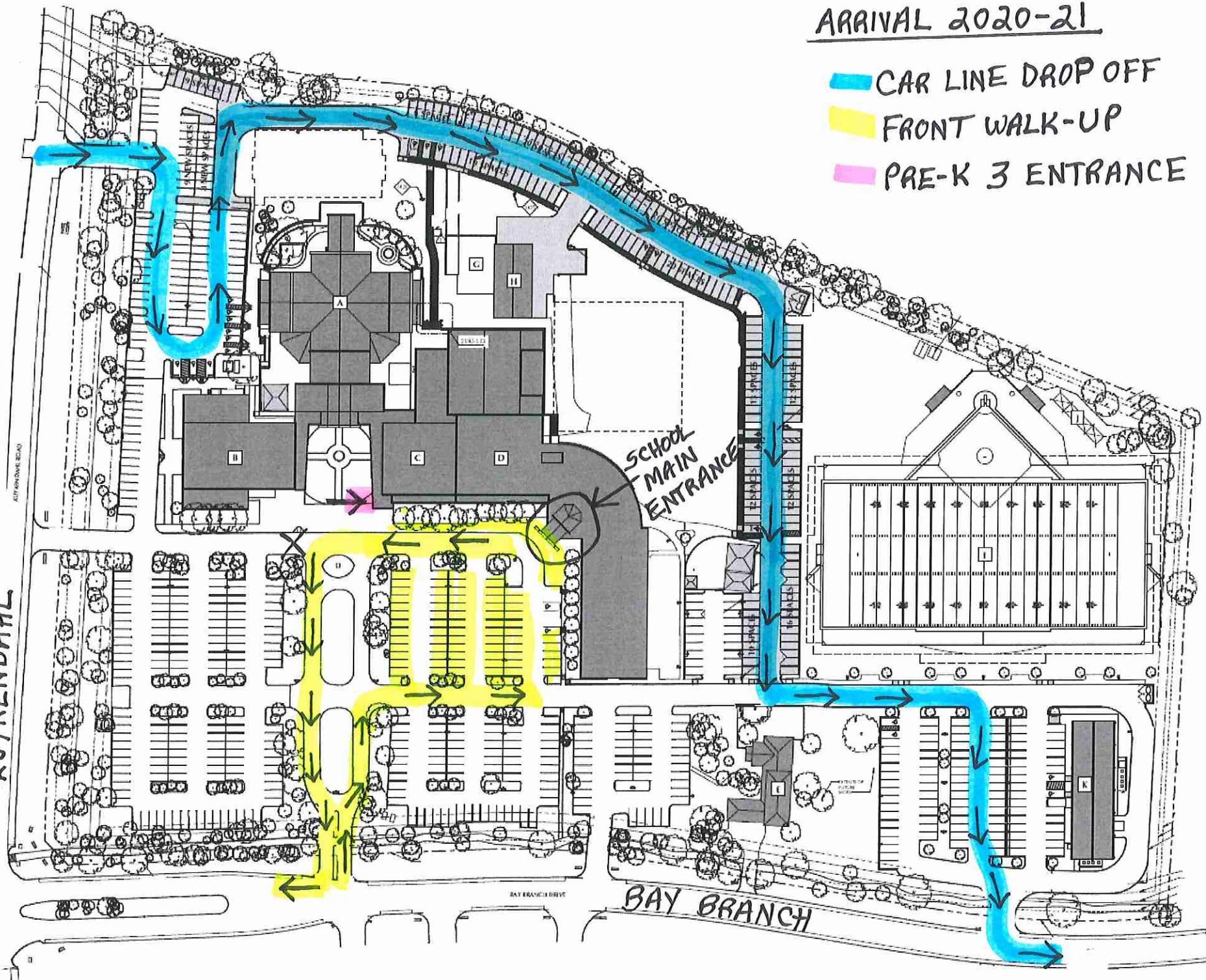
ARRIVAL (all students):

- Doors open at 7:30 AM for arrival. School staff will monitor student arrival at that time.
- All students arriving at school will have their temperature checked with contactless thermometers before entering the building. If the temperature registers 100.0 or higher, you will be directed to wait so that it can be re-checked. Our school nurse will then determine whether the student may stay at school or must return home.
- Anyone exiting a vehicle on campus must wear a face covering (students, family members, school faculty/staff). For the safety of students and staff, we ask that students exit the vehicle without assistance when possible.
- If the school declares an Inclement Weather arrival, student temperature checks will be administered in the classrooms.

THERE ARE FOUR OPTIONS FOR ARRIVAL:

- 1) **CAR LINE DROP-OFF:** Cars enter through the south Kuykendahl entrance (see diagram) and proceed along the driveway at the back of the school. Please stay to the far-right side of the driveway to allow cars to pass on the left. Staff will be stationed near the playground to ask screening questions, check temperatures and enforce social distancing. Students should exit the vehicle on their own when possible to maintain social distancing. Cars exit via the St. Teresa Center drive and turn left.
- 2) **FRONT WALK UP ARRIVAL:** Cars enter through the main campus driveway on Bay Branch and park in the lot directly in front of the school main entrance (see diagram). Students (with parent) line up along either front sidewalk, maintaining social distancing as designated by the sidewalk decals. School staff will administer screening questions and temperature checks. In the interest of safety, please do not congregate on campus before or after dropping off your student. Cars exit via the main campus driveway on Bay Branch and turn right.
- 3) **PreK 3 Students:** along with one parent and siblings, enter the building through the door leading from the Piazza at Sheltz Hall (see diagram). Staff will conduct screenings and temperature checks at the Sheltz Hall door. Parents may escort their PreK 3 students to their classroom door. Enrolled siblings will walk to class on their own. Parents must exit through the same door near Sheltz Hall. Please do not congregate on campus before or after dropping off your student.
- 4) **Students may walk or bike to school** with a permission form signed by a parent. Those students will enter through the school main entrance to be screened and have their temperature checked.

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DISMISSAL:

All students will dismiss through car line. We have two car lines this year—front and rear. Families with car line numbers 1-150 will use the front car line. Families with car line numbers 101 and higher will use the rear car line. There will be no Middle School Park & Walk nor Personal Pickup.

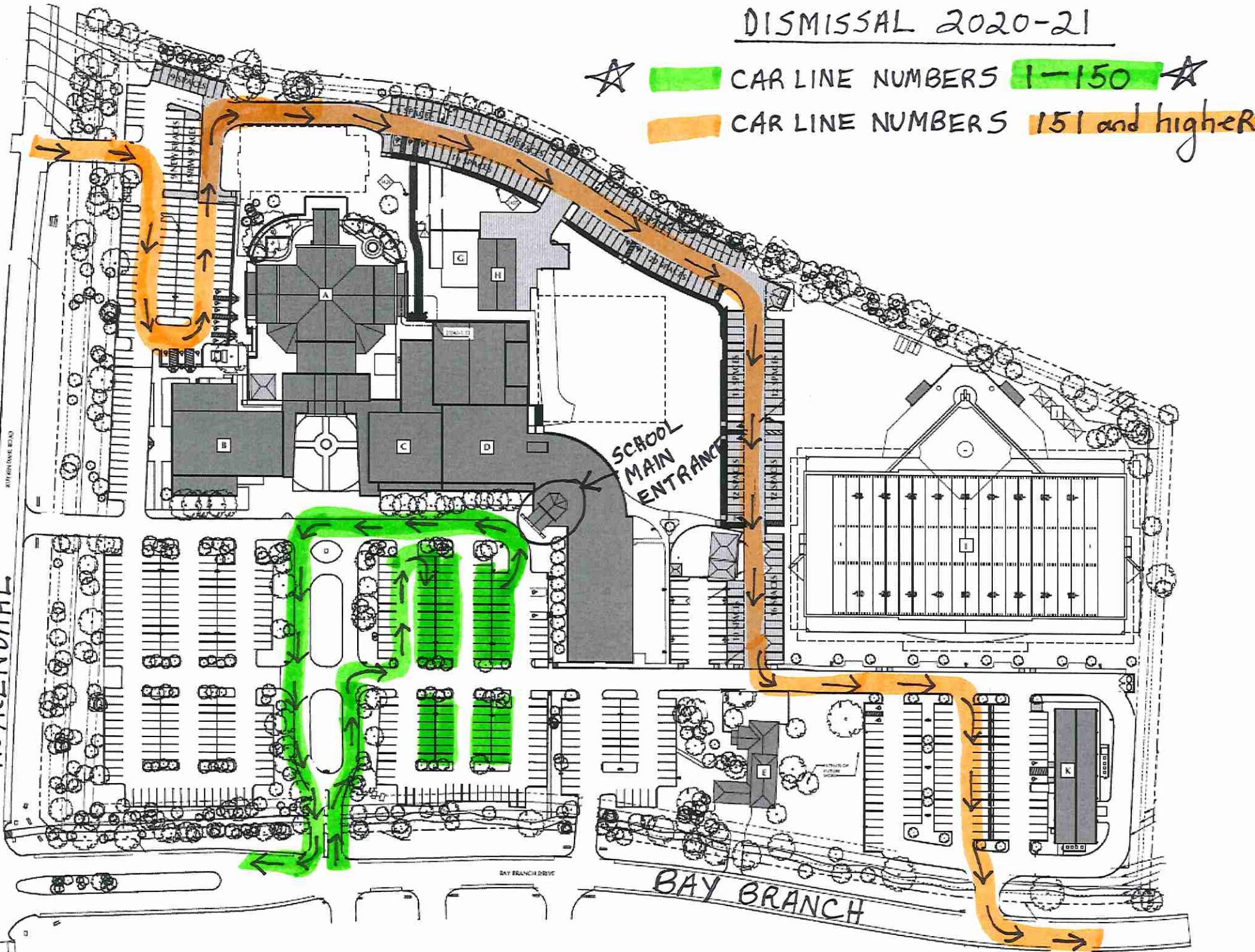
- Families with car line numbers 1-150 will use the front car line, entering through the main campus driveway on Bay Branch, proceeding to the “holding area” in the parking lot adjacent to Bay Branch, then feeding into the line of cars along the sidewalk in front of the school (see diagram). Staff will be stationed at the colored cones along the sidewalk to enforce social distancing and assist with loading when needed. Cars exit via the main Bay Branch drive and turn right.
- Families with car line numbers 151 and higher will use the rear car line, entering through the south Kuykendahl entrance and proceeding to the colored cones near the playground (see diagram). Staff will be stationed at the cones to enforce social distancing and assist with loading when needed. Cars exit via the St. Teresa Center driveway and turn left.
- Please stay to the far-right of the drive to allow cars to pass on the left. Thank you to the Harris, Belhumeur, Hurtado, Brennan, families for purchasing “First in Car Line” at our *A Million Wishes* Gala! They will advance directly to the front of the car line.
- **Bikers and walkers** will dismiss through the school main entrance.
- In the event of an **Inclement Weather dismissal**, you will receive a Parent Alert. Students and staff will not leave the building. Parents may park and sign out students from the following locations:

Carline numbers 1-150 -- Sheltz Hall

Carline numbers 151 and higher – Gym

Please remember to bring your orange car line tag, wear a face covering, and maintain social distancing when entering the school building. We ask that you refrain from congregating before or after picking up your student.

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★ REVISED 8/13/2020