



## Arrival/Dismissal Plan – 2022-2023 school year

In order to facilitate taking students' temperatures each morning, we must amend the process in which the students are dropped off each morning and picked up each afternoon. For this process to be successful, we ALL must be patient with each other and understand these processes will take time for all of us to get used to. The simple fact is that we are ALL going to have to make sacrifices – this affects EVERYONE – parents/guardians, students, and staff. This process MUST be followed by EVERYONE in order for it to work the way it is intended, so please read this carefully!

### Morning Arrival:

- Students may begin to be dropped off at 7:20am.
- **ALL** students will enter through the MAIN Activity Center (GYM) doors (NOT THE SIDE ENTRANCES). There will be NO ENTRY through the main doors or the Harding Ave. door for ANYONE.
- The parking lot will be a ONE WAY drop off, utilizing the entire parking lot.
- Cars will ENTER at the HARDING AVE. entrance and EXIT at the ST. MARTINS PL. exit.
- There will be NO PARKING for parents/guardians dropping students off.
- Children need to be ready to exit the vehicle when they pull up to the Activity Center (GYM) doors in order to keep the line in constant motion.
- Students will walk themselves into the building – parents/guardians will STAY IN THEIR VEHICLE!
- There will be multiple temperature taking stations in the gym. They will be labeled appropriately and students will be directed to a station.
- Once the student has their temperature checked and it is “normal” they will be dismissed to their classroom.
- Any student with a fever of 100 degrees or higher will be moved to an isolation area and parents/guardians will be called to pick them up.

### Afternoon Dismissal:

- Students will be dismissed in a staggered pattern – walkers will be dismissed first, then bus riders, then car riders.
- **Parents/Guardians picking up their child/children in a car SHOULD NOT arrive before 2:15pm.**
- THERE WILL BE NO CONGREGATING IN THE PARKING LOT WHEN SCHOOL DISMISSES (PARENTS/GUARDIANS OR STUDENTS).
- ALL car riders will be dismissed to the Activity Center (GYM) and exit out the Main Activity Center (GYM) doors.
- The same process will be used as the morning arrival – ENTER through the Harding Ave. entrance and EXIT through the St. Martins Pl. exit. There will be NO PARKING for parents/guardians dropping students off.
- Parents/Guardians will be provided with a family name tag to be placed on their dashboard. A staff member on duty will radio into another staff member in the Activity Center (GYM) to dismiss the students in that family from the Activity Center (GYM).

St. Martins Place

Exit

Red  
School  
Building

NO  
PARKING

Dumpsters

GYM

Yellow  
School  
Building

NO PARKING

Carson Ave.

Enter

Harding Ave.

