

Explorer Arrival and Dismissal Procedures 2020-2021

Student Safety is a top priority for us. Students who walk, bike or are dropped off by car should not arrive prior to 8:05. There is no school staff available to supervise prior to that time. The vestibule area in front of the Explorer office is not open to students until 8:15 a.m. At that time, third grade students will be admitted by a staff member so that they may walk to their locker area. All fourth and fifth grade students will be admitted into the breezeway at 8:15 and will wait in their assigned areas until the 8:25 bell.

Car Loop Drop Off for 3-5 Students (8:05am to 8:15am)

- *Follow Highland Street to the car loop located at the south end of the street
- *Pull forward to the marked area for drop off to allow room for as many cars as possible
- *Students exit the vehicle from the passenger side with assistance from school staff as needed; parents remain in their cars (If you arrive after 8:15am, park in the staff/visitor parking lot and walk your student to the office for check in. Bus loop and staff/visitor parking lot are not available for student drop off.)

Car Loop Pick Up for 3-5 Students (3:30pm to 3:40pm)

- *Follow Highland Street to the car loop located at the south end of the street
- *Pull forward to the marked area for pick up to allow room for as many cars as possible
- *Place your identification car sign in the front passenger window
- *Students enter the vehicle from the passenger side with assistance from school staff as needed; parents remain in their cars (If you arrive after 3:35pm meet your child in the office)

Breezeway Morning Entrance for 3-5 Students (8:15am to 8:25am)

- *Students enter through the breezeway and go to a designated area supervised by school staff
- * Breakfast students will enter at 8:05
- *8:15am students enter their classrooms

Breezeway Dismissal for 3-5 Students (3:30-3:40pm)

- *Parents/ guardians enter the building through the breezeway doors after 3:15pm when the door is unlocked
- *3rd through 5th grade students are met in the breezeway between 3:20 and 3:35pm

Occasional Office Dismissal for 3-5 Students

Send a note from the parent to the office or call the office indicating the change. If the change occurs during the school day, contact the Explorer office at 655-2174 by 2:00 pm so office staff can notify students and teachers of the dismissal change.

Thank you for being a partner in our students' safety