

New morning drop off routine

After visiting other schools in the district and hearing from parents at the ALICE for Parents meeting held at Brass last month, we have decided to adjust our morning procedures for entering the building each day. (Please see the image on the next page for details)

- Doors will continue to open each morning at 8:35am, please keep this in mind when sending students to school as the staff do not start supervision until that time.
- All Kindergarten through 5th grade students will enter the building from door #5 (cafeteria) or door #6 (playground).
 - Students will go immediately to their classroom where the classroom teacher will be waiting to greet them and get them breakfast.
- 4K and Head Start students will be dropped off at Door #7 (same door students are picked up at)
 - These students will be walked to class by their teachers.
- Parents wishing to walk their child into the building will do so through the main office by signing in as normal.
- Students arriving to school after 8:40 will enter through the main door (#1) in the front of the building.
- Just as in the past, students arriving after 8:45 will need a tardy pass from the office prior to going to their class.

Parking Lot Changes

Many of you have noticed cones being set up in the parking lot. Starting the Monday we return from Spring Break (April 24th), we will be asking all parents who are entering the building to park their car in a designated parking spot for parents. (see photo on next page). If you are dropping off your child and immediately leaving, please pull up next to the curb, have your child exit the car and then pull out into the drive lane. This will help ensure a safe and orderly drop off each morning.

