

ARRIVAL AND DISMISSAL

Arrival: Upon entering the parking lot, vehicles should turn right and proceed around the parking lot in front of the Parish Activities Building and the Church before entering the school parking lot. **Please form two lines in the church parking lot. We will alternate lines for drop-off.**

- Children will be discharged from the passenger side of the vehicle only.
- Safety patrols will open the car doors so the driver can remain in the car.
- If you wish to park your car, please drop off your children first so the students will not have to cross the lane of traffic.
- Kindergarten students enter the building at the Kindergarten door, starting at 7:50.
- **All students in grades 1-8 enter through the main entrance from 7:50-8:07. Morning announcements and prayer begin promptly at 8:07. Students should be ready for classes at that time.**
- Please note that there are two exits from the parking lot. The exit closest to the school is for right turn only, and the main entrance is for left turn only. Your cooperation is appreciated.

Dismissal: Students are dismissed from their classrooms at 3:10 P.M.

- All students must be picked up from the carpool lines unless permission has been granted to walk home. Walkers should request a permission form from the school office.
- PLEASE DO NOT PARK ON WOODBURN ROAD TO PICK UP YOUR STUDENTS.
- Prior to dismissal, cars will line up in five lanes in the parking lot in front of the school. **The priority lane will be for multi-family carpools only.**
- **Please turn off your car's engine while parked.**
- **For everyone's safety, please do not use your cell phone while driving in carpool.**
- When the students are dismissed, they will go immediately to their cars. Once all students are in their cars, a whistle will blow to allow cars to start their engines and proceed out of the parking in an orderly line.
- Please note that there are two exits from the parking lot. The exit closest to the school is for right turn only, and the main entrance/exit is for left turn only. Your cooperation is appreciated.
- Vehicles that do not fit in the five carpool lanes will be held in the church parking lot for the next "wave" of dismissal. As the first wave exits the parking lot, the teacher on duty will wave you forward. Please be careful to follow directions and drive cautiously.
- If a vehicle has not received all of its passengers by the time the line is ready to exit, the vehicle must return to the end of the line and come through the carpool line again.
- Students who have not been picked up by the end of carpool, or immediately after an extracurricular activity, will be signed into the Extended Day Program in the gym.

SAFETY FIRST! Students are not allowed to walk to the Church parking lot for dismissal. If you are picking up your child, you must leave before 3:00 or wait until the carpool line has finished before walking students through the church parking lot.