



NEW EXPLORATIONS INTO SCIENCE, TECHNOLOGY + MATH

Arrival & Dismissal Procedures - Day 2 Onward

Doors Open

- Our doors open for students at 7:45 am. Breakfast also starts at 7:45 am.
- Students may enter between 7:00 – 8:00 am ONLY if they are part of a school activity supervised by a teacher or advisor such as math team, chess, tutoring or sports' practices.

Courtyard Play

- The NEST+m Main Courtyard is reserved for K-5 students who are supervised by parents. K-5 students may play in the courtyard from 7:45 - 8:05 ONLY if accompanied by a parent, guardian, or authorized caregiver. At 8:05, guardians will escort K-5 students down to the Columbia Street bus entrance (Exit 6) for drop-off.
- Grades 6-8 students who enter the Courtyard may stay and play. Ball playing is limited to the wings on both sides.
- Once students (K-12) enter the building, they are not permitted to leave. This includes leaving the building to play in the courtyard.

Entering the Building

- **Grades K-2** students who are being dropped off by parents or bus enter the building through Columbia street bus entrance and will report to the Cafeteria, where they will be supervised. They will be picked up by teachers directly from the Cafeteria.
- **Grades 3-5** students who are being dropped off by parents or bus enter the building through the Columbia street bus entrance and will report to the Auditorium, where they will be supervised. They will be picked up by teachers directly from the Auditorium.
- **Grades 6-8** students enter our building via the Main Courtyard. Prior to swiping in Middle Grades students may stay in the courtyard to play. At 8:05, students will head up the ramp, swipe in, and report directly to the 3rd floor.
- **Grades 9-12** students enter our building via the Main Courtyard, head up the ramp, swipe in and report directly to the 3rd floor.
- All classes begin at 8:15 am. To ensure timely arrival for class, **students should arrive no later than 8:00am.**

Dismissal

- **Our school day ends at 2:35 pm.** Students with supervised after-school activities, including After3, SONYC, PSAL, clubs, tutoring, and academic meetings with teachers, are welcome to stay at school for the duration of these activities.
- **Pickup Procedures K-5 Students**
 - **Kindergarteners** who are picked up from school should be picked up in the courtyard at 2:30
 - **1st through 5th** grade students who are picked up from school should be picked up in the courtyard at 2:35pm.
 - K-5 students who are not picked up by 2:35 will be brought to the auditorium, where they will await pickup.
 - **The courtyard gates will open at 2:25 for those coming for courtyard pickup**

- Students who are not participating in afterschool activities are asked to please leave the school grounds by 3:00 pm. Students may stay in the courtyard if they have a parent or caretaker present. (This note is of particular importance as our front courtyard is not a supervised site after school.)
- After-School clubs and tutoring must end by 3:45 pm daily. PSAL, Theater, After3 and SONYC have a different schedule.

School Dismissal Manager

Families who are new to NEST+m will receive logins for School Dismissal Manager (SDM). Returning families will be able to login to SDM using the same credentials they used last year. We ask families to use SDM to:

- Report absences K-12
- Report late arrivals K-12
- Report early pickups K-12*
- Set dismissal plans K-5 (K-12 for students who ride DOE busses)
- Make changes to dismissal plans (all changes must be entered by 1pm on the day of dismissal)

*Please note: Students who are being picked up early must be signed out by 2 p.m. **Early pick-ups between 2:00 and 2:35 are not permitted.**

Parking Lot

The parking lot is for the sole use of NEST+m faculty. Please do not the parking lot or block the driveway. Thank you!