

# 22-23 Robeson Arrival & Dismissal

- Update times
- have teachers note how students get home during 2 days
- 

As we strive to best serve you and your students, we are dedicated to providing a safe, efficient arrival and dismissal process. We also focus on maximizing instructional time. Instruction begins at 7:45a and continues until the final bell at 2:35. This means that students need to arrive before 7:45 a and will not be ready to be picked up right at 2:35 because it takes time to gather students and transition them to their dismissal locations. Doors open at 7:25a, there is NO SUPERVISION before this time, please do not drop off students before 7:25.

For safety & efficiency, ALL of our families have the following responsibilities:

- Your teacher needs to know how your student is getting home. Any changes to what is communicated at the beginning of the year requires a phone call to the office. **We must know by 1:00pm to accommodate changes.** The choices are:
  - Bus rider, Daycare Bus Rider, Car rider, KidsPlus or Walker (includes being picked up by family on foot)
- If you need to park and enter the building, please use the visitor (not limited mobility spots) in the West lot.

## Arrival & Dismissal Procedures by Location

BUS (and Daycare Bus) STUDENTS – DOOR 3: (Dismissal)

- **Students** are walked to Door 3 by staff and escorted to their assigned bus.
- SPED Buses -Door 6
  - Case Managers/ Sped staff to walk students bus

CAR STUDENTS – DOOR 1: (SEE MAPS)

**Please remember, no cell phone usage in school zones.**

- **Arrival:**
  - Parents enter the circle drive by RIGHT TURN ONLY from Southmoor Drive and pull as far forward as possible. If you arrive at the school going west on Southmoor, you will not be allowed to turn left into the circle drive, you will need to join the car line by turning right on Rugby and left on Brett (see the map).
  - Parents **remain** in their vehicles and **continue to pull as far forward as possible.**
  - Students exit vehicles and enter the school through Door 1 (by the flagpole). Students either go to breakfast, or directly to their classrooms.
  - Parents safely pull out of circle drive and exit on to Southmoor Drive by RIGHT TURN only.
- **Dismissal:**
  - Students are escorted to and supervised by staff in the Door 1 hallway.
  - Parents enter the circle drive by RIGHT TURN ONLY from Southmoor Drive and pull as far forward as possible. If you arrive at the school going west on Southmoor, you will not be allowed to turn left into the circle drive, you will need to join the car line by turning right on Rugby and left on Brett (see map).
  - Parents clearly display the student(s) last name on paper in their front, passenger-side window.
  - Staff members gather student names of vehicles in line.
  - Parents **remain** in their vehicles and **continue to pull as far forward as possible.**
  - Staff members retrieve students from indoors and escort them to their vehicles.
  - Parents safely pull out of circle drive and exit on to Southmoor Drive by RIGHT TURN only.

WALKING STUDENTS:

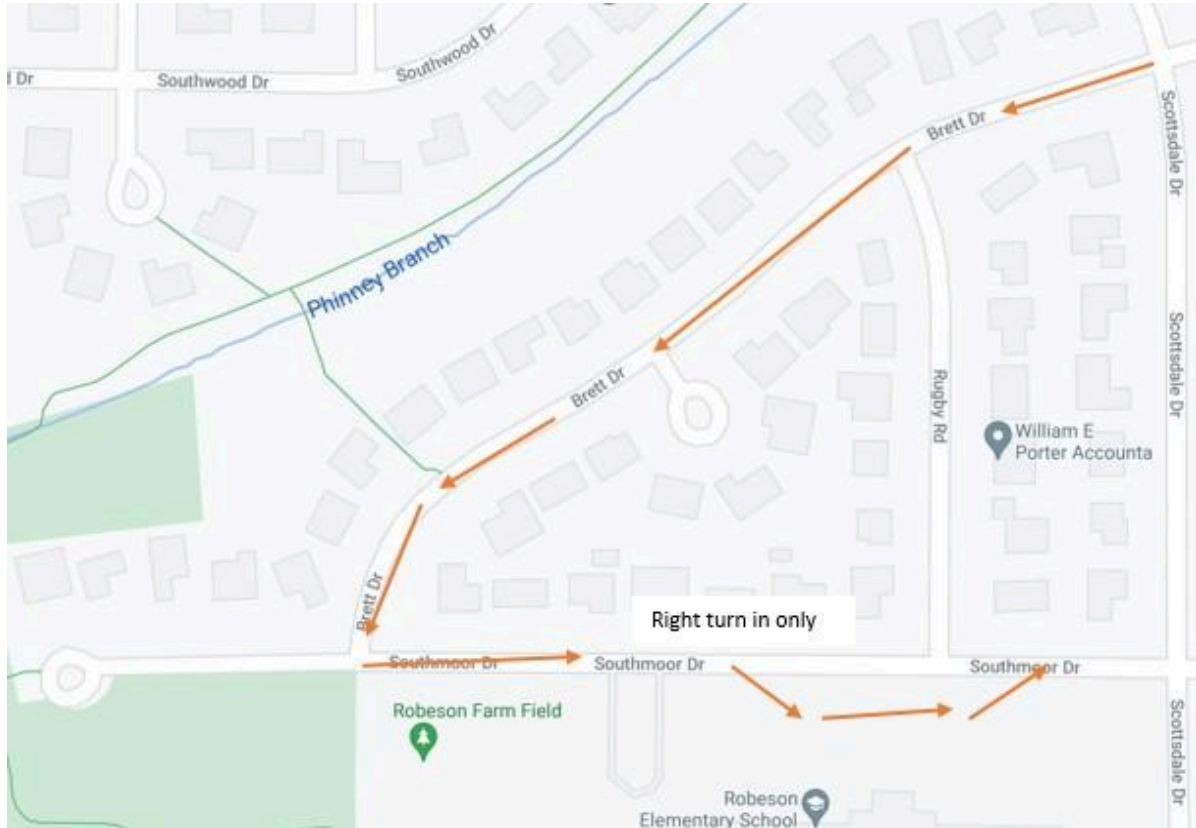
(This procedure includes parents that wish to park their cars and walk up to the school to pick up their students. Please do not park in the no parking zones indicated by signs, buses need the area to turn.)

- Walkers -

- Arrival: Door 1 and the may use Door 3 until it is locked when buses have finished unloading (approximately 7:45)
- Dismissal: Door 4 - Door 4 is the only door parents and families should gather. All other doors are managed by staff and must remain clear for safe and orderly dismissal.

KIDS PLUS STUDENTS: Will be escorted by staff.

**Traffic flow for arrival and dismissal of car riders:**



**Building map - Door locations:**

