

Arrival & Dismissal Procedures at Holliman

In order to increase safety at Holliman at arrival, I have collaborated with some teachers, staff members and families to create a safer drop off procedure.

Please Read Carefully!

***Morning supervision and breakfast (for purchase) begin at 8:45am. All students must be in their classroom line by 9:00am. After 9:00am, students are marked tardy.**

If you are Parking and walking your child to the door...

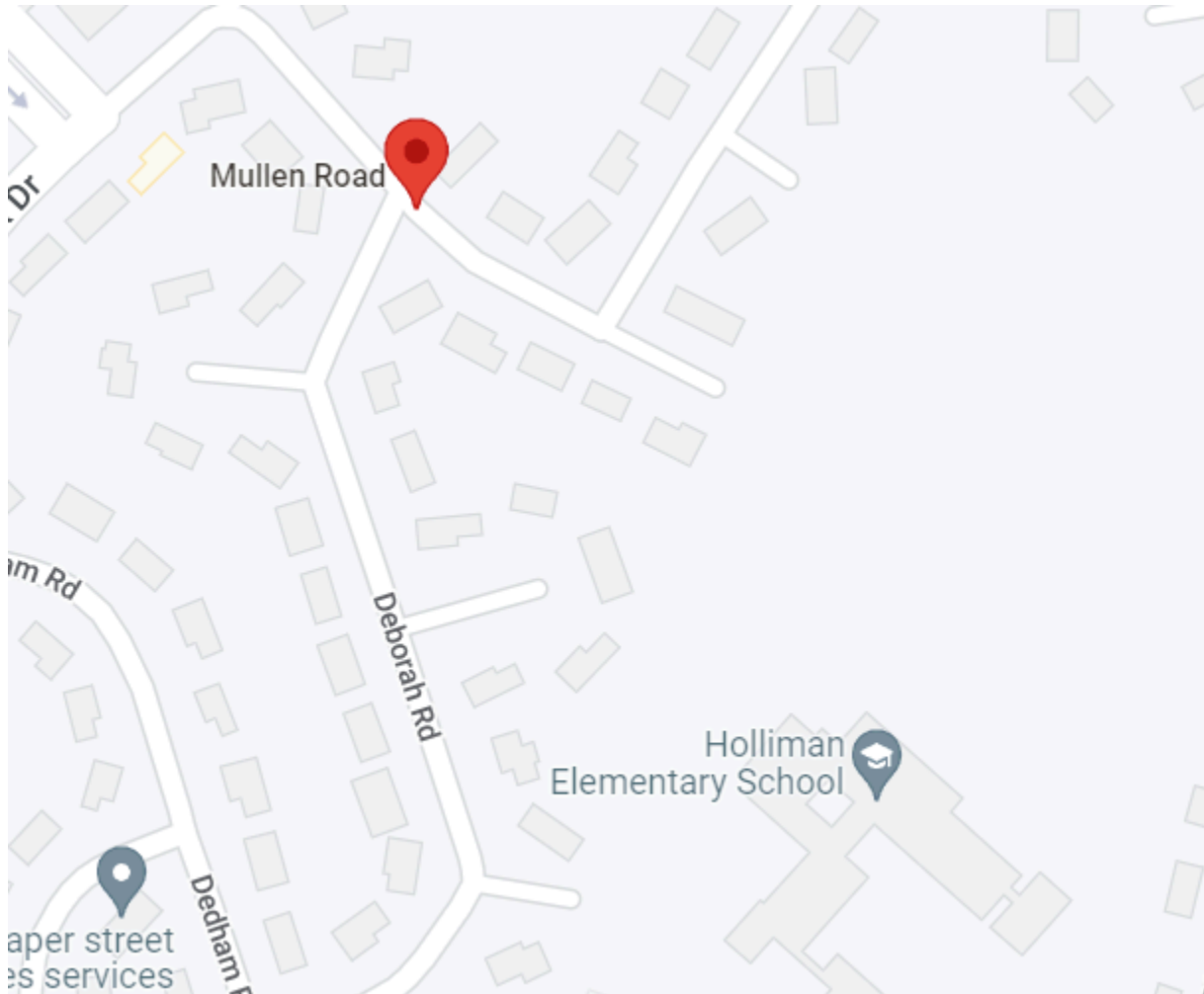
- Enter the parking lot via **Deborah Road** and park in any designated parking spot. We have opened the parking lot on the side of the building near the tennis courts/Pilgrim field.
- Please **DO NOT** park on the small street leading up to Holliman (pictured below)
- Park and walk your child to the sidewalk leading to the drop off loop.
- Your child will enter the building via the All Purpose Room door.
- ***Kindergarten teacher assistants will be at that door to ensure Kindergarten students enter the building safely.***
- The main entrance will be used for visitors and tardy students.
- **Please note that the buses will also be pulling into the parking lot to unload students. DO NOT pass a bus if the STOP sign is extended and/or the lights are flashing.**



Drop Off

If you are dropping off your child, they **MUST** be able to exit your vehicle without assistance. You must remain in your vehicle...

- Enter the drop off circle via **Mullen Rd** and stay to the right.
- Follow the flow of traffic around the loop leading to the door.
- Your child may exit your vehicle to the paved sidewalk and walk to the door or you may drive up to the door and have your child exit your vehicle.
- Exit the loop staying to the right.
- ***Kindergarten teacher assistants will be at that door to ensure Kindergarten students enter the building safely.***



Dismissal Procedures

- Dismissal begins at 3:10pm.
- Please avoid ringing the buzzer to dismiss your child after 2:55pm.
- All families must park and meet their child at their designated dismissal door (all of the dismissal doors face the parking lot. There will be signage to help you find your child's dismissal door).
- The parking lot will be closed around 2:40pm or when it is at capacity.
- Families are urged to either arrive early, park in the neighborhood, or enter the parking lot after 3:01pm.
- There is additional parking on the side of Holliman adjacent to the tennis courts/Pilgrim field.
- Please **DO NOT** park on the small street leading up to Holliman

****Do Not use the morning drop off/bus loop at dismissal.***