Arrival, Locker, Lunch, Transition, & Dismissal Procedures at Jaguar Nation

Vision
Jaguar Nation exemplifies academic excellence, models civic engagement, fosters a unified community, engages in purposeful communication, and values cultural diversity.
Mission
Jaguar Nation cultivates safe spaces for innovation, tolerance, shared advocacy, accountability, care, respect, and high expectations, while ensuring the realization that school is a place of fun, acceptance, love, and opportunities that advance our families and community.
Core Values
Embodying PURPOSE - Promoting ADVOCACY - Nurturing WELLNESS - Cultivating SAFETY

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Welcome School Year 2025

#TheHomecoming

Grade-Level Entry Points

Upon entry, students will be welcomed by staff members and music.

- 6th Grade: Students will enter through the security station at the main entrance (Door #1).
- 7th Grade: Students will enter through the security station at the nurse suite entrance (Door #2).
- 8th Grade: Students will enter through the security station at the gym entrance (Door #3).

Arrival Destination

- 6th grade students will come in using the main door and go straight to the cafeteria.
- 7th grade students will come through the second door by the nurse's office and go straight to the gym. However, if they want breakfast they have to inform a staff member that they want breakfast and staff will direct them to the cafeteria. Staff members will be located throughout the building on duty post so no child will be unsupervised during that transition.
- 8th graders will come through the third entrance and once they come through the third entrance they will go into the gymnasium. If 8th graders want breakfast they will follow the same protocol as the 7th grade.

Breakfast

All students eating breakfast will do so in a designated area in the cafeteria and will eat breakfast silently. This will reduce the noise and students wanting to socialize in the cafeteria instead of in their respective locations.

Transition to Lockers

Teachers will stand in the hallway next to their classroom, direct students along, and actively help students get to class.

- 6th grade students will be dismissed from the cafeteria at 9:20 a.m to go to their lockers to drop off their belongings and transition to class. They have 5 minutes and are expected to be in their classes starting at 9:25 a.m.
- 7th grade will be dismissed from the gym at 9:25 a.m to go to their lockers to drop off their belongings and transition to class. They have 5 minutes and are expected to be in their classes by 9:30 a.m.
- 8th grade will be dismissed from the gym at 9:30 a.m to go to their lockers to drop off their belongings and transition to class. They have 5 minutes and are expected to be in their classes starting at 9:35 a.m.

Transition to Lunch

Teachers will escort their classes to lunch in a single-file line, walking to the right. Similar to a concert and amusement park line, teachers will wait in line to enter the cafeteria (no cutting in line). Students will sit according to their next mod teacher, and all tables will be labeled according to the teacher's name. Teachers will walk to their respective assigned tables to pick up their students from lunch and escort them in a single-file line to class to begin instruction by the start of the class.

Transition to Class

Teachers will stand in the hallway next to their classroom, direct students along, and actively help students get to class.

- 6th grade - Students will use the main corridor, walking to the right.
- 7th grade - Students will use the outside breezeway corridor, walking to the right. A 7th-grade leadership team member will open the outside breezeway corridor during each 7th-grade transition to ensure a clear traffic flow and that all doors are closed at the conclusion of the transition.
- 8th grade - Students will use the main corridor stairwell, walking to the right.

Locker Time

Each grade level has an allocated time to pick up their belongings from their locker in preparation for the dismissal at the end of the day. Classroom teachers will escort students to their lockers and their designated area in the allotted time frame.

- 6th Grade: end of MOD 4 (2:07 PM) - Teachers of 6th graders during this time will escort students to their lockers and return to class for the grade-level transition.
- 7th Grade: end of MOD 5 (3:04 PM) - Creative Arts teachers of 7th graders during this time will escort students to their lockers. Content area teachers for 7th grade will come to the locker bay to get their students during the 7th grade locker time.
- 8th Grade: end of MOD 6 (4:01 PM) - Teachers of 8th graders during this time will escort their students to their lockers and then head directly to the cafeteria. **This must be complete by 4:05 p.m. sharp to ensure a smooth dismissal transition.**

Each teacher with a locker mod will have a class list with their students' locker combinations. Only teachers, student advocates, and grade-level leaders will access locker combinations. Locker combinations should never be displayed or shared with anyone other than the individual student.

Dismissal Procedures

- 4:00 p.m. - Teachers will ensure that their class is quiet and display the bus arrival spreadsheet on their SMART boards for all students to see.
- 4:05 p.m. - Walkers will be dismissed and exit the building using door 1, turn left to the main entrance of the facility, and immediately leave the property to walk home safely. **Loitering at the main entrance parking lot, sidewalk, or nearby neighborhood is strictly prohibited.**
- 4:08 p.m. - Car riders will be dismissed and exit the building using door 3, turn right to walk on the grass/field behind the buses, and head to the parking lot. **Students are not permitted to be picked up off property.** This aids us in ensuring that all students are accounted for and safe. All 8th grade students and teachers with 8th grade during 6th mod will be in the gym with their assigned class monitoring and directing student behavior.
- 4:12 p.m. - First round of buses should be dismissed.
    - 6th grade - Students will use the main corridor, walking to the right **exiting out of door 3**.
    - 7th grade - Students will use the outside breezeway corridor, walking to the right **exiting out of door 1**. A 7th-grade leadership team member will open the outside breezeway corridor during each 7th-grade transition to ensure a clear traffic flow and that all doors are closed at the conclusion of the transition.
    - 8th grade - Students will use the main corridor stairwell, walking to the left **exiting out of door 2**.
- 4:17 p.m. - Second round of buses should be dismissed.
    - 6th grade - Students will use the main corridor, walking to the right **exiting out of door 3**.
    - 7th grade - Students will use the outside breezeway corridor, walking to the right **exiting out of door 1**. A 7th-grade leadership team member will open the outside breezeway corridor during each 7th-grade transition to ensure a clear traffic flow and that all doors are closed at the conclusion of the transition.
    - 8th grade - Students will use the main corridor stairwell, walking to the left **exiting out of door 2**.
- 4:22 p.m. - Third round of buses should be dismissed.
    - 6th grade - Students will use the main corridor, walking to the right **exiting out of door 3**.
    - 7th grade - Students will use the outside breezeway corridor, walking to the right **exiting out of door 1**. A 7th-grade leadership team member will open the outside

breezeway corridor during each 7th-grade transition to ensure a clear traffic flow and that all doors are closed at the conclusion of the transition.
    - 8th grade - Students will use the main corridor stairwell, walking to the left **exiting out of door 2**.
- 4:27 p.m. - Escort to Dismissal Location
    - Teachers with 6th graders during 6th mod will escort their classes to the gymnasium using the main corridor, walking to the right.
    - Teachers with 7th graders during 6th mod will escort their classes to the cafeteria using the outdoor covered breezeway.
    - Teachers with 8th graders during 6th mod will escort their classes to the cafeteria using the main corridor, walking to the left.

Bus numbers will be displayed on a large SMART Board in the gymnasium and cafeteria. Students will get into a single-file line when their bus number shows up on the SMART Board. The leaders in the respective areas will then inform the students to exit the facility to get on their bus. The leaders in the cafeteria and the gymnasium will project the bus arrival spreadsheet on the SMART Board for all students and staff to see. The bus arrival spreadsheet will be completed in real-time for students, staff, and parents to access. Bus riders will continue to be dismissed as late buses arrive. All teachers will remain with their class in their assigned dismissal location supporting student safety and monitoring student behavior until the end of their duty day at 4:35 p.m.