

# **SY2023-2024 ARRIVAL AND DISMISSAL PROCEDURES**

## **ARRIVAL PROCEDURES**

- **\*NEW\*** We will follow a **staggered** arrival schedule:
  - Doors will be open from 8:02-8:06 am for kindergarten-2nd grade, and middle school students. K-5 will be escorted to classrooms by school staff.
  - Doors open at 8:13 am for Pre-K. Parents will escort PK students to their classrooms\*
  - All other students will enter the building at 8:13 am.

**\* Only 1 adult per family may enter the building with PK.**

<b>Grade</b>	<b>Arrival Time</b>	<b>Door - Look for your Class Spot (Use closest stairs)</b>
PK	<b>8:13</b>	<b>82nd Street Door</b>
K	<b>8:02</b>	82nd Street Door, Line up toward 35th
1	<b>8:02</b>	82nd Street Door, Line up toward 37th
2	<b>8:02</b>	82nd Street Door, Line up toward 37th
3	8:13	82nd Street Door, Line up toward 35th
4	8:13	82nd Street Door, Line up toward 35th
501 502	8:13	82nd Street Door, Line up toward 37th 82nd Street Door, Line up toward 37th
6	<b>8:02</b>	<b>81st Street (Main Entrance)</b>
7	<b>8:02</b>	<b>81st Street (Main Entrance)</b>
8	<b>8:02</b>	<b>81st Street (Main Entrance)</b>
9	8:13	<b>81st Street (Main Entrance)</b>
10	8:13	<b>81st Street (Main Entrance)</b>
11	8:13	<b>81st Street (Main Entrance)</b>
12	8:13	<b>81st Street (Main Entrance)</b>

\*\* If you arrive late, after your child's class has entered the building, you will wait until all students have entered the building. This is when we will have staff available to escort your child.

## DISMISSAL PROCEDURES

**Family Pick-up Cards!** Prek-5th grade families will be issued **four** (4) 'Family Pick-up Cards'. **ALL** adults entering the building for dismissal will need to present this card at the door. Adults without a pickup card must bring a valid ID to verify pickup permission.

PreK-4th grade after-school children will be collected from classrooms, and 5th graders in the 3rd-floor stage area, by 82SA personnel.

Grade	Dismissal Times	Door
PK	3:05 <b>Mon-Fri</b>	82nd Street Door - pick up from the classroom, room 103
K	3:05 Mondays: 1:21	82nd Street Door - pick up at classroom door, room 104
1	3:02 Mondays: 1:21	82nd Street Door - pick up at classroom door, room 306
2	3:02 Mondays: 1:21	82nd Street Door - pick up at classroom door, room 303
3	3:02 Mondays: 1:21	82nd Street Door - pick up at classroom door, room 308
4	3:02 Mondays: 1:21	82nd Street Door - pick up at classroom door, room 306
501 502	3:02 Mondays: 1:21	82nd Street Door - pick up at classroom door, room 302 <b>OR</b> 212
6	3:10; Mon: 1:31	81st Street (Main Entrance)
7	3:10; Mon: 1:31	81st Street (Main Entrance)
8	3:10; Mon: 1:31	81st Street (Main Entrance)
9	3:10; Mon: 1:31	81st Street (Main Entrance)
10	3:10; Mon: 1:31	81st Street (Main Entrance)
11	3:10; Mon: 1:31	81st Street (Main Entrance)
12	3:10; Mon: 1:31	81st Street (Main Entrance)

If you arrive late to pick up your child, your child will be held in the 3rd-floor stage area. Please proceed directly to the 3rd-floor stage area.