

### Arrival Procedures

Only a few of our arrival procedures are the same as previous years. There are new expectations to these procedures due to the pandemic and requirements for social distancing. **Please read thoroughly and go over with your students.**

1. No student should be on campus before 8:15 AM unless enrolled in Before Care. Students K-8 are eligible for the Before Care program and must be signed up to participate. We encourage you to hold your drop-off until as late as possible without being tardy.
2. **Bus Arrivals** - Students who ride the bus will be dropped off where the buses load next to the stadium. On good weather days, MS students will report to the stadium and will socially distance until time to come in the building. HS students will spread out across the front lawn (away from the sidewalk) and socially distance. Students will be dismissed to class in waves at 8:45 AM.
3. **Car Riders** - After being dropped off, MS students should come through the playground to the stadium and HS students should make their way to the front lawn, using the sidewalk next to Siskin drive.
4. **Student Drivers** - Student drivers should remain in their vehicles until 8:45 AM before coming into the building. This will help us to make social distancing easier. Siblings should also stay in the care until time.
5. **Breakfast** - students who need breakfast may get their "grab & go" items and head directly to their designated areas.
6. **Extreme Weather Days** - Administration will determine if the weather is unsafe for students. Unless you are notified otherwise, students should be prepared for all weather. Dress warm when it is cold, have an umbrella for rain, and dress cool when it is warm. **Only on** extreme weather days, MS students will be directed to the auditorium, grades 9-11 will go to the gymnasium, and 12th graders can come to 3rd floor west.

### Departure Procedures

Departure procedures are much different than in the past. **Please go over these with your student and do your best to communicate their mode of transportation at home that morning so the student knows what to do at the end of the day.** Students riding a bus home with another student always requires a note from both parents prior to receiving that bus pass. Bus passes will be scrutinized greatly this year due to social distancing and seat availability on the buses.

1. **Student drivers** will be dismissed at 3:50 to go directly to their vehicles and leave campus. A list of students who purchase parking passes will be used as verification of who constitutes a student driver.
2. **Car riders** - car riders will go directly to their ride after school and not hang out in the halls or outside areas. If a ride has not yet arrived, an area will be designated for those students to wait as they social distance.
3. **Bus riders** - our hope is that our buses will be waiting for our students as the day ends. If their bus is here, administration will use the intercom system to announce which buses are ready to load. If their buses are not here on time, each bus will have a designated "bus stop" inside the building. Students will social distance in these designated areas until their bus is announced to load.
4. No student should be on campus after 4:30 pm who is not under direct supervision. Examples of direct supervision might be: athletic teams, tutoring with a teacher, After Care Program, etc. Students in grades K-8 are eligible for the Aftercare Program but must be signed up.