

# Green Elementary Arrival and Dismissal Procedures

## Morning Arrival Procedures:

There are three areas to drop your children at Green Elementary: West, Front, and South.

- West - Enter from Comanche Drive and pull all the way forward to the far end of the drop off zone.
- Front - Enter from Comanche Drive and pull all the way forward to the far end of the drop off zone.
- South - Drop off students from the North side of Ann's Way. (Park and walk from the South side of Ann's Way)

Do not drop your children off in the parking lot. Please pull all the way forward to the far end of the drop off zones before letting your children get out of the vehicle. Parking in FRONT of the school is reserved for staff only between 7:30-8:30 AM and 2:30-3:30 PM.

Kindergarten, 1<sup>st</sup>, 2<sup>nd</sup> grades will report to the cafeteria. 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> grades will report to the gym. (Please note that on **Mondays only**, beginning September 14<sup>th</sup>, all students will report to the gym.)

## Afternoon Dismissal Procedures:

To control hallway traffic and protect our younger students, we will have a staggered dismissal plan. Kindergarten will dismiss at 2:45, 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> at 2:50 and 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> at 2:53. Bus students and Day Care will report to the Cafeteria and be dismissed from the East door (near portable buildings). Kids Club will report to the Cafeteria.

Car Pick Up - There are four areas to pick up your children at Green Elementary: West, Gym, Front, and South.

- West - Enter from Comanche Drive and pull all the way forward to pick up Kindergarten and 1<sup>st</sup> Grade.
- Gym - Enter from Comanche Drive and pull forward to pick up 2<sup>nd</sup> and 3<sup>rd</sup> Grade by the Gym bike racks.
- Front - Enter from Comanche Drive and pull all the way forward to pick up 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grade.
- South - Pick up students Grades K-6 from the North side of Ann's Way. Do not park on Ann's Way in the drop off lane.

Walkers, Scooters and Bike Riders – All students will be dismissed and escorted to the appropriate area by Green Staff. Students dismissed to the fence at Ann's Way will remain with Green Staff until they are picked up. Scooters, skateboards and bikes must be walked or carried along the designated sidewalks.