

Dismissal Procedures
2020 ~ 2021
PreK-2 through 7

General Procedures:

- ❖ **All students Pre K-2 through 7th grade are dismissed at 3:00 p.m.** If you need to check out your child early, please do so by 2:40 p.m. Students checking out early are not eligible for perfect attendance. Early check outs are also recorded on your child's report card and are part of their cumulative record.
- ❖ Parents must remain in their vehicles and use the carpool process.
- ❖ Everyone's safety is of utmost importance, please be cautious and courteous in the parking lots.
- ❖ **Students are not allowed to walk across the parking lot or the street to meet their parents at a parked car.**
- ❖ Students not picked up by 3:20 p.m. will be sent to after care.
- ❖ **Please review the carpool diagrams on the school's website. There are 2 different carpool lines so be certain to review the process for your child's grade level.**
- ❖ Due to P.E. classes and school activities, the gate on the Barataria side of the campus cannot be opened before **2:40** each day. Do not block the flow of traffic on Barataria by stopping on the road to wait for the gate to open. This causes a dangerous traffic situation on Barataria Blvd. for which you can be ticketed.

Walkers:

- ❖ The office must have written permission on file if you allow your child to walk or ride a bicycle home after school or after an extra curricular event. **This must be submitted yearly.**

Riders:

- ❖ Students who ride home in cars are dismissed at approximately 3:00 p.m. Please display a sign on your dashboard with the name(s) of the child(ren) you are picking up. Students are picked up using a car pool process. Picking up students from the wrong side of the campus will only add to confusion at dismissal.
- ❖ **Pre K-2 through 1st grade** students are dismissed at 3:00 from the **Barataria** lot (by the gym). All parents must remain in their car and use the car pool process. Please pull up as close as possible to the car in front of you in the car pool line. This will allow more cars to get into the lot. Duty teachers will assist getting your child into the car.
- ❖ **2nd through 7th grade** students are dismissed from the **Ames** parking lot (by the café). All parents must remain in their car and use the car pool process. There are 2 car pool pick up lines. 5th – 7th parents should use the car pool line nearest Ames Blvd., and 2nd – 4th grade parents should use the car pool line that goes under the church covered entrance. Please do not park/block the car pool exit lane.
- ❖ To avoid confusion for families with children in multiple grade levels, students in 2nd ~ 7th grade with a younger sibling in Pre K-2 through 1st will be dismissed from the Barataria parking lot at 3:00.