



## Morning Routine

- Students must be in their classroom at 7:45am in order not to be counted tardy.
- Students arriving to school after 7:45am must check in at the front office to sign and receive a tardy slip.
- Students can be dropped off at 7:20am.
- All bus riders enter through the front entrance of the school.
- All car rider students enter the building through the car rider/side entrance of the school.
- Parents are not permitted to walk their students to the classroom. For the safety of our students and school staff, we are limiting the number of visitors in the building.

## Visitors to the School – Due to COVID-19 we are limiting the number of visitors in the building.

- Parents/visitors who have scheduled a meeting or visit must register at the front entrance of the school to receive a visitor pass that must be visible worn while in the building.
- Parents/visitors may not interrupt classroom instruction.
- Parents/visitors are not allowed to eat lunch with students or bring food items (i.e. birthday celebrations).

## Afternoon Routine

- School dismissal is 2:55pm.
- Students checked out before 2:55pm will be counted as an early release/tardy.
- All bus riders will exit the school through the front entrance.
- All car riders will be picked up at the car rider/side entrance. Parents must remain in their vehicle when picking up their student.