

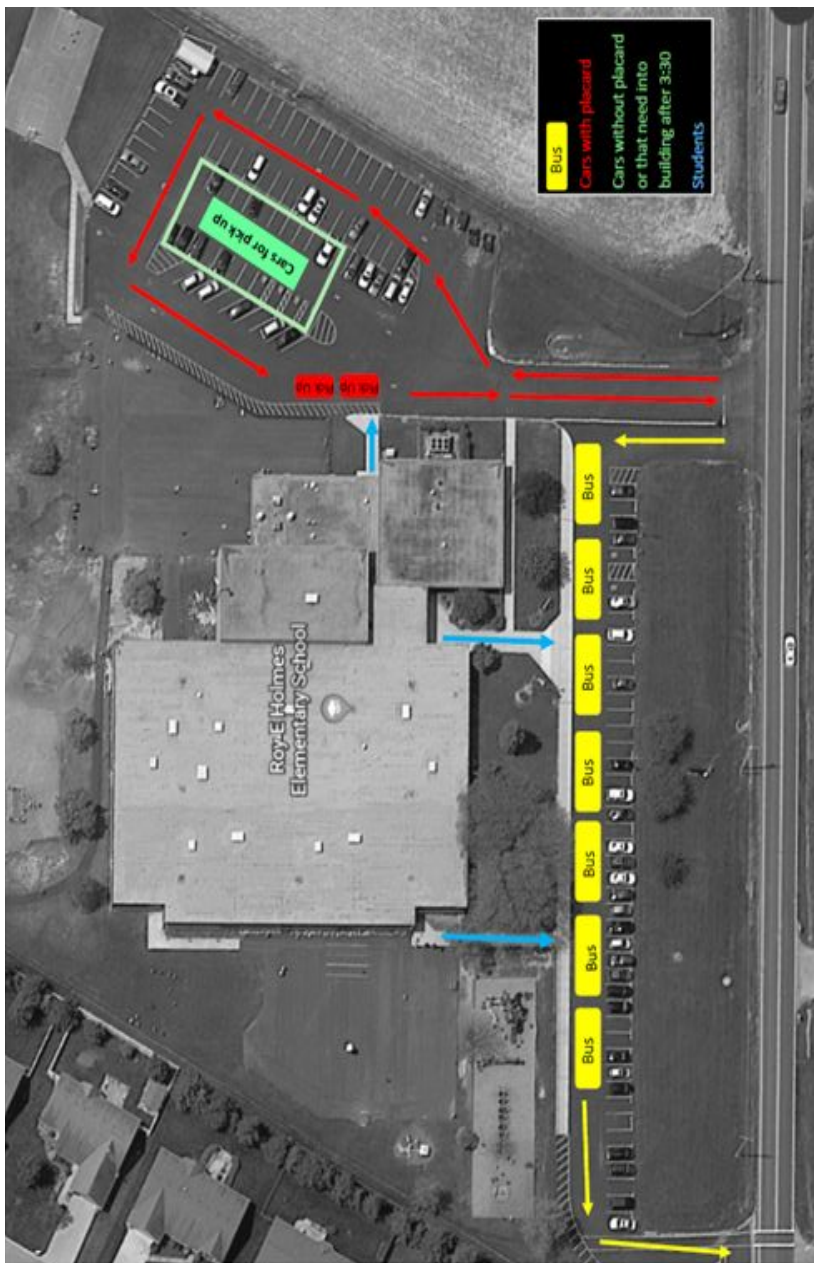
# *Operation Cooperation!* Arrival and Dismissal Procedures: Grade Level Centers *Operation Cooperation!*

Why are we making this change? We want to ensure all students arrive and are dismissed safely and efficiently. Safety will be the main priority. With everyone's hard work and cooperation, arrival and dismissal will go smoothly in each Grade Level Center. Thank you in advance for your cooperation!

	<b>I ride a bus to/from home.</b>	<b>I walk to the school I attend.</b>	<b>I walk to a neighborhood school and take bus to/from my school.</b>	<b>I am dropped off.</b>
<p><b>ARRIVAL (8:40 to 9:15)</b> Arrive before 9:00 - report to the cafeteria to eat breakfast or join in an activity.</p> <p>After 9:00, report directly to class.</p>	Students will get off the bus and enter a designated door	Students who walk to their school of attendance enter a designated door.	Walkers, whose bus stop is their neighborhood school, need to arrive no later than 8:35 am.	The safest way to drop children off in the morning is in the car lane. Please stay in the right lane along designated area.
			Wait at the bus stop area assigned at each school.	Do not pass cars dropping off students.
<b>Designated area in each Grade Level Center.</b>	<p>Holmes (K-2) Front Main Entrance</p> <p>Denver (3-4) Front Right Door</p> <p>East End (PK, 5) Gym Door</p>	<p>Front Main Entrance</p> <p>Left Front Door</p> <p>Front Entrance (Applegate St)</p>	<p>Front Main Entrance</p> <p>Left Front Door- Lobby</p> <p>Front Entrance (Applegate St)</p>	<p>Side door by the visitor parking lot</p> <p>Kiss &amp; Drop Lane (Front of School)</p> <p>Front Entrance</p>
<p><b>DISMISSAL (3:30 to 4:00)</b> All same day transportation changes <u>MUST</u> be made prior to 2:30 pm or the parent must make alternative dismissal arrangements.</p>	Bus riders will be dismissed in three waves at 3:30, 3:40, and 3:50.	Walkers will wait together and be released from a designated door after both car and bus traffic have cleared.	Walkers who walk home after arriving from the school of their attendance will meet a supervising adult and wait.	Families remain in the car and students will be dismissed to the designated pick up spot.
			Walkers will wait together and be released from a designated door after both car and bus traffic have cleared.	Students will be matched with their pick up person using the matching placard. (See Placard Below)
<b>Designated area in each Grade Level Center.</b>	<p>Holmes (K-2) Front Main Entrance</p> <p>Denver (3-4) Front Right Door</p> <p>East End (PK, 5) Gym Door</p>	<p>Front Playground Door</p> <p>Front Door</p> <p>Gym Doors</p>	<p>Front Playground Door</p> <p>Front Door</p> <p>Gym Doors</p>	<p>Side door by the visitor parking lot</p> <p>Kiss &amp; Drop Lane(Front of School)</p> <p>Front Entrance</p>

**Placard**

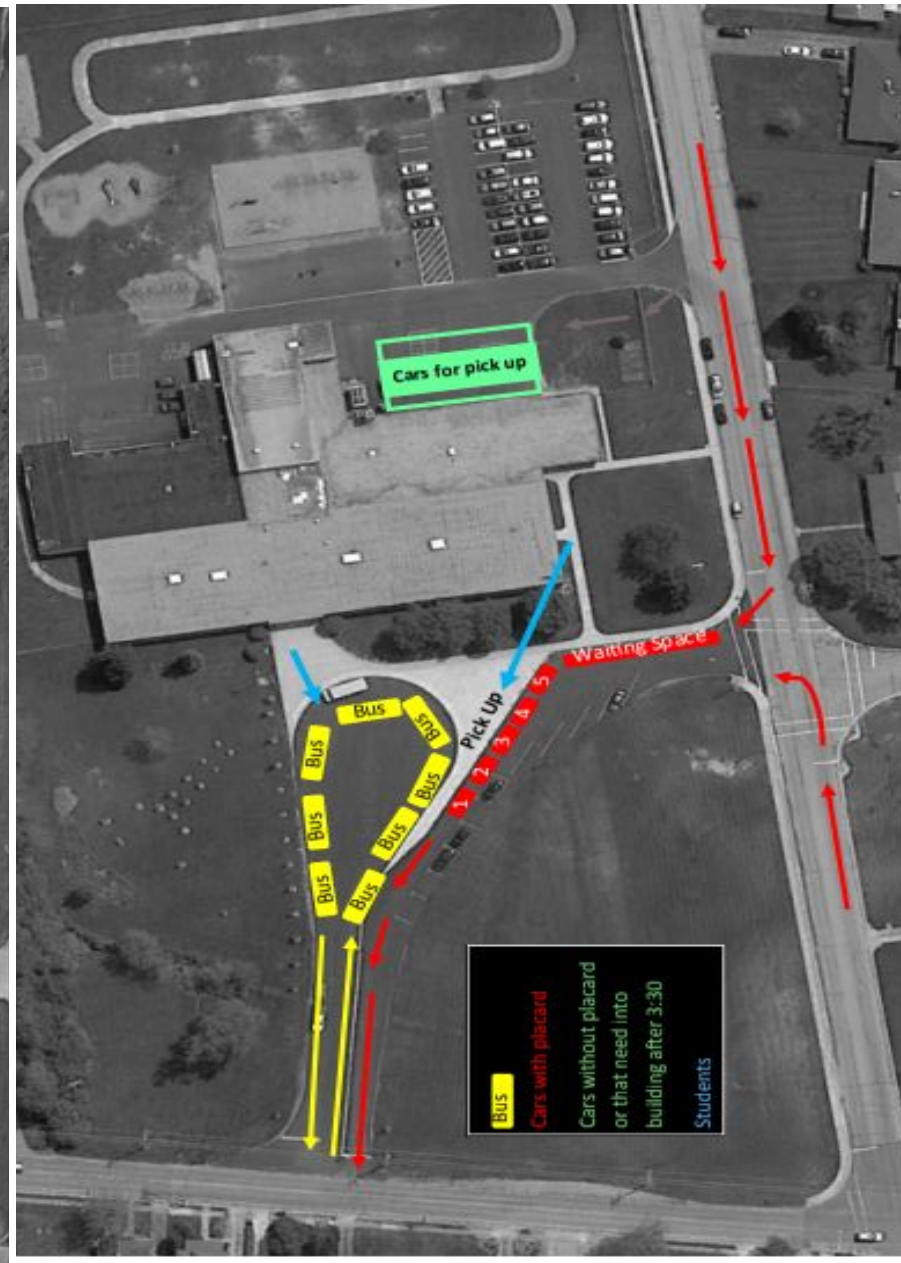
- The safest way to pick up your child at the end of the day is in the pick up lane. Please do not walk up to pick up children up at dismissal.
- Display your placard in the front windshield (Passenger side @ Holmes, Passenger side @ Denver, Driver side @ EE) of the vehicle and stop at the designed area until the student is released from adult.
- In order to keep traffic flowing smoothly, please remain in your vehicle while in the pick up lane.
- If you need to come inside the building or do not have a placard, please park in the designated area to come in to pick up your students.
- Cars will need to wait and follow traffic. Do not pull around waiting cars while students are loading.



**Holmes**

**Legend**

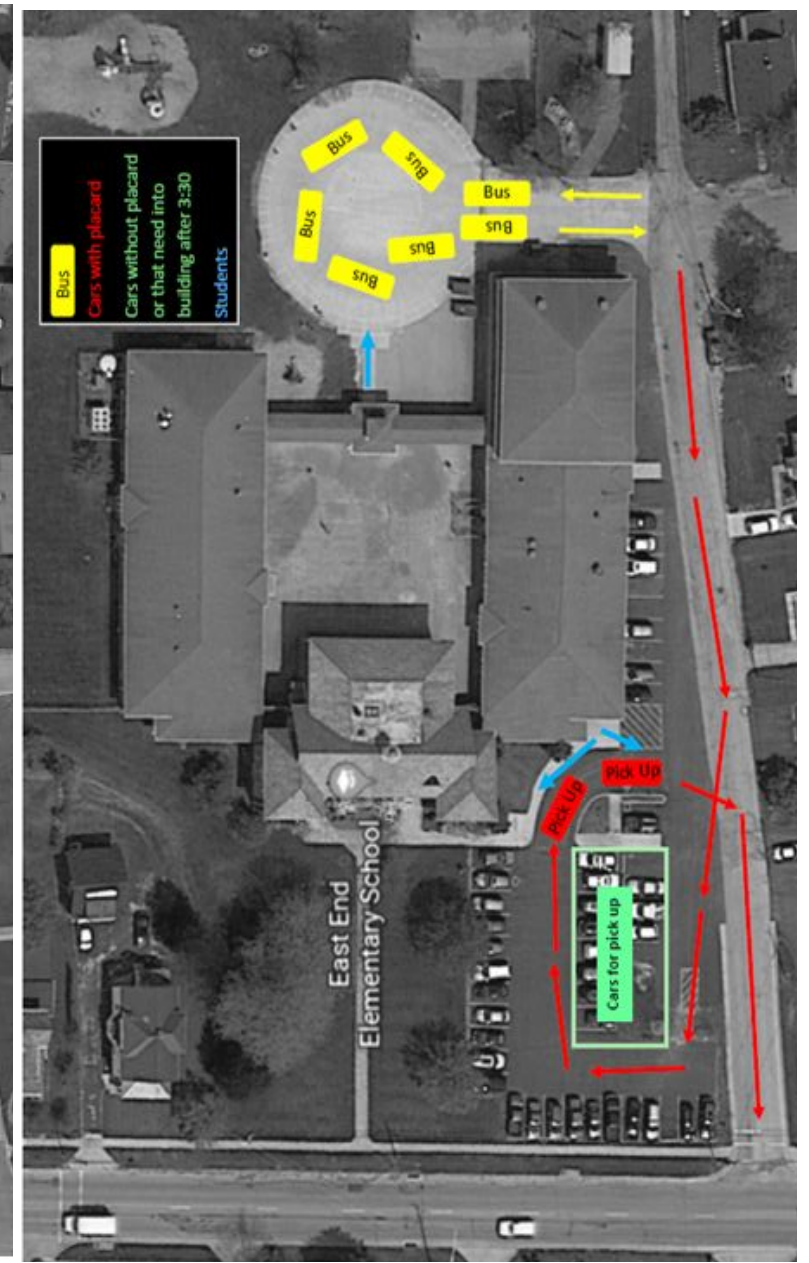
<b>Bus</b>	Cars without placard or that need into building after 3:30
<b>Cars with Placards</b>	<b>Students</b>



**Denver**

**Legend**

<b>Bus</b>	Cars without placard or that need into building after 3:30
<b>Cars with Placards</b>	<b>Students</b>



**East End**

**Legend**

<b>Bus</b>	Cars without placard or that need into building after 3:30
<b>Cars with Placards</b>	<b>Students</b>