

Starting on November 7, we will be changing our parent drop-off and pick-up procedures in an effort to improve student safety and efficiency. We will be utilizing the front loop for parent drop-off and pick-up, and we will be using the side loop (parking lot) for daycare and bus drop-off and pick-up. The following video will show how the front loop will work <https://www.youtube.com/watch?v=e0TY400h0L4&feature=youtu.be>.

Morning Drop Off:

Bus and Daycare - Bus and daycare drivers will use the side loop (parking lot) to drop off students in the morning. We will have one staff member on duty to supervise students as they enter the building through the side door. Bus and daycare students will be dismissed from busses at 9:00 to enter the building. Students will head right to their classrooms to start the day.

Walkers and Bike Riders - Students who walk or ride bikes will have the same drop-off procedure as currently in place. Students who walk or ride bikes will be able to enter the building at 8:55. Students will be supervised in the commons from 8:55-9:00. Starting at 9:00, students will head to their classrooms to start learning for the day. The tardy bell rings at 9:10. We have 2 staff members supervising the cafeteria in the morning.

Car Drop-off - Parents will be able to enter the car loop line at 8:50 in the morning. Parents can only enter the loop driving westbound on Dublinshire (from Earlington Parkway) and making a right hand turn into the front loop. Cars traveling eastbound (from Avery-Muirfield) on Dublinshire will not be able to turn left into the front loop. We will have the Dublin Police and staff members assisting with this process. Students will be able to enter the building at 8:55. Students will be supervised in the commons from 8:55-9:00. Starting at 9:00, students will head to their classrooms to start learning for the day. The tardy bell rings at 9:10. We will have two teachers supervising the drop-off loop in the morning.

Dismissal:

Bus and Daycare - Bus and daycare drivers will use the side loop (parking lot) to pick-up students at the end of the day. We will have two staff members on duty to supervise students as they exit the building through the side door. We will dismiss daycare and bus riders at 3:35.

Walkers and Bike Riders - Students who ride bikes to school will be dismissed as normal to get their bikes to ride home. Students who walk home on their own will be dismissed as normal to walk home at the end of the day. We will dismiss students who walk and ride bikes at 3:40.

For parents who walk to pick-up students, we will no longer be dismissing from inside the building. We will have grade level signs posted in the grass on the right side of the sidewalk (closest to K playground) for parents to wait. Teachers will walk students outside to the posted grade level sign.

In case of inclement weather, we will have a staff member walk students out to parents from the cafeteria. Students will be sitting on designated grade level lines for indoor pick-up.

Car Pick-up - Parents will be permitted to enter the front pick-up loop at 3:30. Parents can only enter the loop driving westbound on Dublinshire (from Earlington Parkway) and making a right hand turn into the front loop. Cars traveling eastbound (from Avery-Muirfield) on Dublinshire will not be able to turn left into the front loop. We will have the Dublin Police and staff members assisting with this process. Students will be dismissed from classrooms at 3:40. Staff members will walk students out the front doors to their designated grade level lines marked on the sidewalks. Students will sit on their designated lines until they are called by a staff member to a colored dot. The colored dots are strategically placed on the sidewalk to show where cars are supposed to stop for pick-up. To ensure students get into correct cars and to speed up the pick-up process, we will be sending home two name cards with each family with your student's last name and grade level. The name cards must be in the front window of the car for pick-up! Name cards will be sent home by Friday. Please see video!

In case of inclement weather, students will wait inside on their dedicated grade level line. We will call students out to their colored dots as parents arrive.

Other Items:

- The parking lot and side loop will be bus drop-off and pick-up only from 8:40-9:15 and 3:20-3:50. Parents will not be able to park in the lot to walk and pick-up students. We want all car pick-up students to utilize our loop.
- Parents will no longer enter the building for drop-off or dismissal.
- When the weather is cold or rainy, we will walk the students to your cars.
- All of the Dublin Elementary schools have a parent loop and bus loop.
- If you have school business during drop off or pick up times listed above, you will need to park on Dublinshire and enter the office.

We are making a lot of big changes to improve our procedures for student safety. Please be patient the first few weeks as we work out the possible bugs and kinks in our system. Our goal is to safely have all students dismissed from the building by 3:55 everyday.

If you have questions or concerns, please contact Wyandot!