

# Arrival and Dismissal Procedures

## 2023-2024 School Year

### Arrival Procedures

All cars and busses enter the property via the north end driveway to the right of The Church of Saint Cecilia near the white and green school sign. (Picture below)



**Car Riders in Grades Kindergarten – Eight ONLY:** All cars enter the car line drop off lane indicated with orange cones and chains. Follow the directions of staff outdoors to pull up as far as the main entrance. Students only exit the car from the passenger side and proceed to the outdoor entrance to their assigned location. Teachers will greet them at the door. (Picture below)



**Pre-Kindergarten 3 & 4 ONLY:** Do not enter the car line drop off and instead travel to the left of this line across the parking lot and park in front of the Pre-Kindergarten Entrance. Exit your car with your child and walk your child to the Pre K door where they will be met by the teachers.

### **Dismissal Procedures**

- **All cars, PK – 8,** enter the property through the same driveway as in the morning and park in the designated lanes facing south as indicated by orange cones.
- Parents may exit their cars but must remain behind the barrier while waiting for their child to be dismissed.
- Students will be dismissed via the same door through which they entered in the morning and therefore parents should stand in that area so that they see you when exiting.
- Parents and students move to your car and wait for your row to be dismissed.
- PLEASE no backing up in the parking lot!