

DRIPPING SPRINGS ELEMENTARY SCHOOL STUDENT ARRIVAL AND DISMISSAL

Please review the following traffic flow guidelines. We appreciate your support and consistency in following them.

Arrival:

***Loop A** will be used for students arriving by automobile from both north and south. Upon entering this loop, traffic will be split into two lanes. **There will be no parking allowed in this loop.** The right lane will be for student drop-off. The left lane will enter the parking lot. Visitors may park in either the lower or upper Loop A parking places. Staff will park in the middle or upper places. **Staff only** may also park in the Loop B parking places. **Visitors wishing to park will approach the traffic light and turn left into the parking lot and park in designated parking places in Loop A.**

*** Loop B** will be used for students arriving by **bus only**. This area will be designated for staff parking only. Loop B is restricted from visitor parking.

*** Please follow the directions indicated by our crosswalk personnel.** In order to speed up our process, parents will be directed to move as far forward as possible upon entering the drop-off areas. **Students should exit vehicles on the side of the car facing the school curb, or proceed to the crosswalk for crossing assistance.**

*** Front doors will be open at 7:00 a.m. each morning.** For safety and security all outside doors are to remain locked during the school day. When students enter the building, they will go directly to the cafeteria. PK-2nd grade students will remain in the cafeteria until 7:35 a.m. each morning. 3rd thru 5th grade students will report to the gym B at 7:15 a.m. until 7:35 a.m.

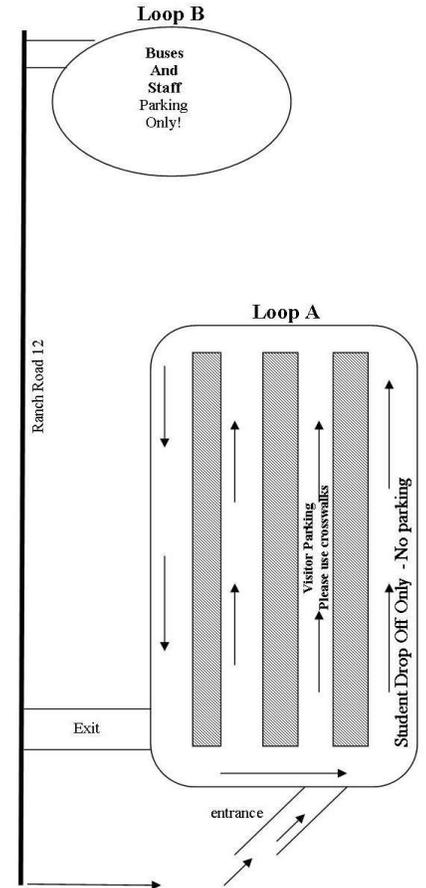
*** Teachers are responsible for picking up their class no later than 7:35 a.m.** Students will be escorted by their teachers to the classroom. Parents are welcome to walk their children (Pre-K thru 5th) to their classrooms the first three days of school. Beginning Friday, August 23rd, students are expected to walk to their classrooms from either the cafeteria or gym with their teachers. If you would like to have support to encourage your child to walk to class with their teacher and classmates without your presence, please contact us and we will provide support and encouragement.

***Parents are welcome to escort their children in the building and into the cafeteria, but then kiss, hug them so they are off to their classroom ready for learning. However, you must stop at the front office and get a visitor badge if you escort your student past the hug zone.** This procedure encourages students' self-esteem and independence by getting the school day started on their own. Teachers appreciate the uninterrupted instructional time by getting to work as soon as they enter the classroom as a whole group.

Dismissal:

In order to make student dismissal a safe and secure process, the following procedures have been established for a safe and secure process.

- Dismissal time for all bus riders and daycare students is 3:00. Teachers are responsible for escorting students to their designated buses located in Loop B.



- Dismissal time for all students who are parent pick-ups is 3:00. Teachers are responsible for making sure students are seated in their designated location to wait for their car.
- Students will be provided a tag to be placed in the windshield for easy visibility for our staff. Students are not released to anyone in the building unless they are checked out through the front office. Parents must remain in their cars while waiting in line, and staff will make sure students are walked to the car door.
- Parents that wish to park and walk up to pick up their student(s) must indicate with the classroom teacher that their child is **Tiger Lair**. Parents will park and use the far crosswalk to pick up from the Tiger Lair. Parents will form a line with their ID in order to pick up their child(ren).

Transportation Changes

If a change must be made to a student's transportation, the office must receive the information **prior to 1 p.m.** on the day the change is needed. Notes will be sent to teachers by office staff.

Warmly,

Kellie Raymond
Principal, Dripping Springs Elementary