

Dear BridgePrep Parents,

We are sharing the arrival and dismissal information in continued efforts to improve safety. Please read this information thoroughly.

ARRIVAL TO SCHOOL

- The entrance and exit to the school is via **Northeast 22nd Avenue**
- Cars will not be allowed on campus until 8:00 AM
- ONLY STUDENTS IN THE BEFORE SCHOOL CARE PROGRAM WILL BE ALLOWED BEFORE 8:00 AM
- Staggered arrival time – will be in place to increase safety
 - 2nd through 5th – 8:00 am – 8:15 AM
 - K, 1st and 6-8th – 8:15 – 8:30 AM
- Students must arrive to school on time
- Siblings who have different arrival times may be dropped-off together AT THE EARLIER DISMISSAL TIME
- Student temperatures will be taken by staff before students exit the vehicle
- **If student temperature is at or above 100 degrees, student will not be allowed to enter building**
- **Students must be wearing masks exiting cars and at all times**
- Students and parents will not linger on grounds before class under no circumstances

PARKING AND TRAFFIC RULES AND REGULATIONS

- Speed limit on school grounds is five (5) miles per hour
- Obey ALL traffic signs on the property
- **There is no stopping or standing permitted in the drop-off and pick-up lane**
- Pedestrians have the right of way, please stop at the crosswalk
- While you are in the drop-off and pick-up lane, please abide by the following rules:
 1. Do not exit your vehicle
 2. **Students MUST exit the vehicle on the passenger side. Do not allow your child to exit the vehicle on the driver's side**
 3. **Do not place your child's belongings in the trunk of the vehicle as this will place an individual between two vehicles as well as delay the flow of traffic**

DISMISSAL (**NEW SILENT DISMISSAL PROCEDURES**)

Dismissal will be in Elementary Building arrival area for grades: kindergarten, 1st, 2nd, 3rd (ONLY Ms. Zysman dismisses in the Upper School Building), and 4th (ONLY Ms. Konig dismisses in the Upper School Building). Dismissal for 5th, and 6th – 8th will be in the Upper School arrival area.

- Dismissal will be a Silent Dismissal model this year
- Each student will be assigned a unique number for the Silent Dismissal process
- As parents drive in to the campus, they will display the Dashboard Student Identifier document on the vehicle's dashboard
- Teachers will use the dismissal application where student numbers will be displayed. Teachers will release students to either arrival/dismissal area (Students will remain in classrooms until their number is called by the teacher)
- Parents will not be allowed in to the campus until 5 minutes before dismissal times (students' unique dismissal numbers will be shared with the students' dismissal teacher from the front gate)
- No parking available for parents at dismissal
- Teachers will remain with their students for 15 minutes after the students scheduled dismissal time. Students that have not been picked up 15 minutes after their dismissal time will be placed in the on-campus after school care program **at a fee charged to the parent**
- Parents of students in grades Kindergarten / 1st who have an older student who dismisses later, have the option of enrolling the kindergartener / 1st grader in our **fee-based** After School Care Program for One Hour Care. Parents may NOT remain on campus awaiting the older siblings' dismissal time.
- Students will not be permitted to go back into their classrooms after being dismissed from school. This policy also applies for students enrolled in the After School Care program.
- Students will not be released to anyone under the age of 18 years, or anyone that is not on the emergency contact card and approved by the parent or legal guardian.

Students will not be released from class 30 minutes prior to the end of their scheduled school day.

CHILDREN ENROLLED IN THE AFTER SCHOOL CARE PROGRAM

Kindergarten and 1st grade After School Care students will be picked up directly from their classroom by After-School Care designated Staff. Second through 4th grade students whose classroom is located in the Elementary building, will be picked up directly from their classroom by After-School Care designated Staff. Students whose classroom is located in the Upper School building, will report directly to the cafeteria at dismissal time. Parents will pick up students at the Upper Academy building Main Office (After School Care Office). The After School Care Director will call for students to be dismissed to the parent/guardian. Parents are not allowed in the classrooms or in the hallways.

RAINY DAY DISMISSAL

- The Silent Dismissal model will remain in place on Rainy Days
- Students will remain in their classroom until their number is called at which point the dismissal teacher will release the student
- Parents will wait for the student to arrive at their vehicle at the designated Elementary or Upper School pick-up area
- Parents with siblings in different buildings will have to drive to BOTH pick-up areas as to NOT have students walk in the rain