

# 2021-2022 St. Ann

## Arrival and Dismissal Procedures

**Please be sure to share the provided information with all drivers who will be picking up your child/children.**

### **Morning Drop Off Information**

Thank you for ensuring your child/children are on time to school each day. Being on time helps your child have a successful start to their day and also helps to maintain fewer interruptions in your child's classroom.

Students arriving between 7:30am-7:40am should use the front school entrance. Students will be supervised by Ms. McCaffrey and Miss Helt in the front hallway near the gym.

Students arriving between 7:40-7:50am can be dropped off on either side of the school and enter the designated school door. (See map on reverse) Students should go directly to their classroom. Faculty will help guide younger and new students to their classrooms.

Announcements start promptly at 7:50am. Students arriving after 7:50 are marked tardy and should enter through the front school entrance by the office. Students arriving at 8:00am or later need to be signed in at the office front desk by a parent and receive a tardy slip.

### **Afternoon Dismissal Information**

Place your **car tag** on the rear view mirror with your last name in bold permanent marker. Refrain from cell phone use in order to keep the car line safe and moving along. Siblings should plan to meet each other at the north or south exit doors of the school rather than going to pick up a sibling at another classroom.

#### **SOUTH SIDE- By main school office door**

- Walkers will leave first via south side
- Cars enter car line from Windsor Road
- Proceed all the way down to the "begin carline" sign
- Follow teachers' directions as they help children get safely into their cars
- Do not pull out of the line and attempt to go around other cars
- Right turn only onto Mission Road

#### **NORTH SIDE- Church parking lot**

- Cars enter from Mission Road
- Parents should remain in their car during pick up- teachers will assist students
- At the bottom of the small incline turn right then left by the handicapped parking spaces
- At this point the line will split into 2 lines
- Pull all the way down to the doors by Grades 5-8 (See map on reverse)
- All students getting picked up on the north side will exit these doors
- Follow teachers' directions as they help children get safely into their cars and direct traffic to exit via Mission Road

# St. Ann School

## Car Line Map 2021-2022

You may choose between the North or South Car Line for your child/children. Please inform your child's teacher of your selection.

