

# **Peabody Arrival and Dismissal Procedures**

## **New this school year:**

1. All students will enter through the 5<sup>th</sup> St entrance *only*.
  2. Dismissal will take place on the Blacktop.
  3. To ensure student safety on the playground and blacktop area, families are not allowed to enter the parking lot.
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School Location: 425 C St NE

School Hours: 8:45am- 3:05pm

Doors Open at 8:30am

## **Student Morning Arrival Schedule**

- **7am- 8:30am:** Before care (for students enrolled in a program)
- **8:30am- 8:45am:** Student arrival is at the 5<sup>th</sup> St. Entrance.
  - Parents can say good-bye at the door - parents will not be allowed in the building during student drop-off or pick up unless they have a previously scheduled appointment with school staff.
- **8:45am and later:** Student arrival at C St. entrance only
- **8:30am- 8:45am:** Breakfast. Late arrivals will be offered breakfast.
- **8:45am- 9am:** Students transition to class to unpack and prepare for learning
  - Students arriving after 9am will be considered tardy and caregivers will have to sign the Tardy Log.

## **Dismissal: 3:05pm- 3:15pm**

- Students will be escorted by their teachers to the blacktop.
- Parents will need to sign students out before retrieving them from the line.
- Students participating in aftercare will be transitioned directly from their class to their designated after care location.

**\*Students may only be signed out by individuals who are listed on the emergency contact list, release sheet, or through direct communication with the school.**