

Wildwood Forest Elementary School

Dismissal Process

At the beginning of the school year, please inform your child's teacher as to how they will consistently go home each day. ***IF THERE ARE ANY CHANGES, THE PARENT MUST COMMUNICATE THIS TO THE TEACHER THE DAY OF THE CHANGE.*** Otherwise, teachers will send students home the way parents originally indicate unless there is a signed note indicating something different for a specific day. Please remember that the more consistent you are about your child's mode of transportation home, the safer your child will be. Also, calls to the office to change transportation will not be accepted unless it is an emergency and should be made by 3:00. We discourage parents from signing children out before dismissal as this disrupts the instructional day. However, if a student needs to leave early, a parent needs to sign them out prior to 3:15, so that the dismissal process can effectively operate.

WALKERS



- ❖ At the start of the school year, every walker will have a tag indicating how they will be dismissed from campus.
- ❖ Yellow Walkers are dismissed with the 3:45 bell and wait on the hard top outside the building for a parent or designated adult to pick them up.
- ❖ When Red Walkers are dismissed, they will be escorted across Sandbar Dr.
- ❖ When Blue Walkers are dismissed, they will be escorted across Wild Wood Forest Dr.
- ❖ In order to keep everyone safe NO ONE will be allowed to exit campus by cutting across the bus loop and through the soccer field. All walkers will exit campus in the same direction.
- ❖ Kindergarten students will be escorted by a Kindergarten teacher at the start of the year, to ensure that they learn the procedures before we begin dismissing them with everyone else.

CARPOOL

- ❖ Parents who would like to utilize carpool will be assigned a number & given a tag at the beginning of the school year.
- ❖ At the start of the school year, every carpool student will have a tag clipped to their book bag indicating their carpool number.
- ❖ Students will be go to the multipurpose room when the bell rings at 3:45, and they will sit quietly in this room while waiting for a staff member call their carpool number.
- ❖ Parents should hang their carpool number on their rear view mirror so that a teacher can see the number clearly & radio the number to the multipurpose room, where someone will provide your child with further instructions.
- ❖ Staff members will be stationed at cones marking designated stop locations where children will be waiting in lines to be picked up.
- ❖ **Carpool begins at 3:45 and is completed by 4:10. Any child not picked up by this time will be sent to the office where they will need to be signed out.**



BUSES

- ❖ All students who ride a bus will be assigned a route color and an exact stop on the first day of school. Routes for the school can be found at www.wcpss.net (click on the "Transportation" tab, and choose from the left side of the page).
- ❖ As buses arrive in front of the school, bus colors will be displayed on TVs in classrooms & teachers will dismiss students when their bus color appears on the screen.
- ❖ Students will walk to the front of the building where they will exit to load their bus.
- ❖ An adult must be at the stop in the afternoon to meet students from grades K-2 when they get off the bus.
- ❖ Each student will have a tag clipped to their book bag indicating their bus route color and stop. **PLEASE ENSURE THAT TAGS ARE NOT THROWN AWAY.**
- ❖ All students have to abide by WCPSS bus rules and procedures to ensure they maintain the **privilege** of riding the bus.



DAYCARE VANS

- ❖ Daycare van riders are dismissed to the front of the school when the vehicle has arrived.
- ❖ Students watch for the name of their daycare to be posted on the TV during dismissal and will then walk to the front of the building to exit when the name of their daycare appears on the screen.
- ❖ Please have all arrangements made with the daycare prior to the first day of school.
- ❖ If your child is in Kindergarten, please be sure to inform the daycare of your child's staggered entry date for the first week of the school year.

