

2019-2020 Arrival & Dismissal Procedures - Wendell Elementary School

WALKERS:

- Walkers should be walking to or from home. Walker tags will not be issued unless the student's home address is within "walking distance" (3-5 blocks) of the school. Students will not be allowed to "walk" home without a walker tag.
- Second through fifth grade students may walk independently. Kindergarten and first students need to walk with an older sibling, neighbor, or parent.
- Please do not drop students off or ask them to meet you on the exterior of our campus during arrival or dismissal.
- Walkers leave campus promptly at 3:00 PM.

MORNING CARPOOL:

- Students are not permitted on campus until 8:00 unless they are WES Safety Patrol members.
- We use **one lane** during morning drop-off. Please **do not** pull in the outer lane and allow students to cross in front of other cars.
- If you need to park and walk your child in; you must use the marked visitor spaces in the carpool loop. Parents: **PLEASE DO NOT** park in the staff parking lot during arrival (8:00-8:30) or dismissal (3:00-3:30). Unfortunately, we have limited parking for our staff and need all the available spaces.
- Please make sure your children are prepared for drop-off with backpacks and lunchboxes in hand, ready to exit! This will help the line move faster.
- **Our instructional day begins promptly at 8:30. Students are considered tardy after 8:30. Anyone who arrives on campus at 8:30 (or later) must park and accompany your student to the office, sign in and get a tardy pass to class. Students are not allowed to sign themselves in.**
- Breakfast ENDS at 8:30. If your child is planning to eat breakfast at school, they should arrive in carpool no later than 8:20 to have enough time to eat and arrive in class by 8:30. Students are **marked tardy** if they are "at breakfast" when the bell rings at 8:30.

AFTERNOON CARPOOL:

- Please pick up students between 3:00 and 3:25.
- Students must be signed out by 2:30 if they are leaving early for any reason. **After 2:30, all parents will be asked to pick up their children through the carpool line.**
- **Students will not be dismissed from the cafeteria or auditorium to any "walk-up" parent requests. Due to the amount of traffic and movement in and around the building during dismissal, this safety precaution is essential. Parents are not permitted to take students from the cafeteria or auditorium to avoid the carpool line during dismissal. We apologize in advance for any inconvenience this may cause.**
- **If parents arrive after 3:30, students will be in the office and must be signed out by a parent before leaving campus for security reasons. Regularly picking up students late will require making alternate arrangements for dismissal. Neglect to do so may result in involving local agencies or law enforcement.**