

NEW ARRIVAL and DISMISSAL Procedures for Churchill Road School

Beginning on **Tuesday, February 2nd**, CRS will implement new arrival and dismissal plans for all students in grades 1-6. Kindergarten will dismiss following their current routines. We are implementing these plans to ensure the students have a safe and expedient arrival/dismissal. **PLEASE BE SURE TO NOTIFY YOUR CHILD CARE PROVIDERS, GRANDPARENTS, AND ANY OTHERS WHO ARE AUTHORIZED TO PICK UP YOUR CHILDREN OF THESE NEW ARRIVAL AND DISMISSAL PROCEDURES.**

Arrival:

Prior to 8:05 AM: Students who arrive prior to 8:05 must go to the cafeteria to wait for dismissal to classrooms. (Students must have a note from a teacher to go to a classroom prior to 8:05 a.m.)

8:05 AM: Students go to their classrooms.

8:10 AM: Student workday begins.

8:15 AM: Students are marked tardy.

Dismissal:

2:50 PM: **Bus riders, Walkers and SACC students** will be dismissed.

- Bus riders are dismissed to the cafeteria.
- Walkers are dismissed to the lobby/front door (flagpole).
- SACC students will proceed directly to SACC.

2:55 PM: **Kiss and Ride** students and all students attending after-school clubs will be dismissed.

- Kiss and Ride students are dismissed to the Kiss and Ride lot.
- After school club students will assemble in the gym at the designated club locations. (Attendance will be taken and the club sponsor will take the children to their activity location.)
- Chess club students will still go straight to the cafeteria at 2:55 p.m.

Please contact Cheryl.Bamdad@fcps.edu if you can help in the gym with the club dismissal process. Any and all parent assistance will be greatly appreciated. Thanks!

If you have any questions regarding this new plan, feel free to email one of our planning team members: Don Hutzel, Donald.Hutzel@fcps.edu; Jill Hamlin, Jill.Hamlin@fcps.edu; Danielle Menard, Danielle.Menard@fcps.edu; Cheryl Bamdad, Cheryl.Bamdad@fcps.edu; or Ouida Garvin, Ouida.Garvin@fcps.edu.