

## **CE ARRIVAL/DISMISSAL DUTY SCHEDULE and PROCEDURES 2021-22**

**ARRIVAL: BUS RIDERS:** Students will be entering the building beginning at 8:30 am. Busses will be unloaded in the front of the building off of Poole Rd.

**ARRIVAL: CAR RIDERS:** Students who are car riders will drop off students in the back of the building off of Springdale Road by Room 110. We will have cars line up in two rows entering into the parking lot. At 8:30am, cars are unloaded, students enter the building and either report to class or the cafeteria for breakfast if desired and then cars are dismissed off the lot. The tardy bell rings at 8:50. Students who arrive after 8:50 will need to come to the front of the building to check into the office and receive a tardy pass to class.

**DISMISSAL:** Dismissal times for all are listed below:

BUS RIDERS: Dismissal begins at approximately 3:35 and as busses arrive on the lot.

WALKERS and Y's KIDS: Dismissal begins at approximately 3:40.

CAR RIDERS: Dismissal begins at approximately 3:41 by grade level.

All cars are off the lot by 3:55-4:00pm.