**PLEASE MAKE A NOTE…**

**AM Drop-Off Procedures**

ALL PreSchool through Grade 4 STUDENTS WILL ENTER THE DOOR CLOSEST

TO THEIR CLASSROOM AND

MOVE DIRECTLY INTO THEIR CLASSROOMS

(ASSISTANCE IS PROVIDED THROUGHOUT THE HALLWAYS)

WHERE THEIR TEACHER WILL BE WAITING

***PreSchool*** will enter through **Door #18** on the cul-de-sac @ 8:40 am.

***PreSchool Disabilities Class*** will enter through Door #23

on the cul-de-sac @ 8:40 am.

***Kindergarten*** will enter through **Door #23 and #32** beginning @ 8:20 am – 8:30 am.

***Grade 1*** will enter through **Door #32** beginning @ 8:20 am – 8:30 am.

***Grade 2*** will enter through **Door #23** beginning @ 8:20 am – 8:30 am.

***Grade 3*** will enter through **Door #4** beginning @ 8:10 am – 8:20 am.

***Grade 4*** will enter through **Door#3** beginning @ 8:10 am – 8:20 am.

All children will come directly into the building at drop-off.

**Grades K-1-2** – from 8:20-8:30 am, will directly enter the building, using

Doors #23 & #32, and enter their classrooms.

**Grades 3-4** - from 8:10-8:20 am, will directly enter the building, with Grade 3 using Door #4, and Grade 4 using Door #3, and enter their classrooms.

**PM Dismissal Procedures**

***Kindergarten*** is dismissed along the cul-de-sac at 3:10 pm.

 **Door #23** – *Vicente, Care*

 **Door #21** – *Beckman, Ziller, Kern*

***Grade 1*** is dismissed along the CedarBridge Road

drop-off pick-up lane at 3:10 pm.

 **Door #30** – *Edelmann, Levy*

 **Door #32** – *Lacey, Hedrich, Best*

***Grade 2*** is dismissed along the cul-de-sac at 3:10 pm

 **Door #18** *– Grade 2 (Room #206 Door #22)*

***Grades 3 and 4*** are dismissed along the Route 9 / New Road drop-off pick-up lane at 3:00 pm.

 **Door #4** – Grade 3

 **Door #3** – Grade 4