



## MORNING DROP-OFF PROCEDURES

**Morning drop-off** for grades K-12 begins at 8:00 a.m. and ends at 8:30 a.m.

**After School pick-up** for grades K-12 begins at noon and ends at 12:30 p.m.

### **Elementary School (Grades K-6):**

- Morning drop-off is at the athletic field.
- Parents should enter the school driveway and stay to the right to *proceed around the center palm tree*.
- The drop-off/pick-up zone is along the sidewalk. Please do not park in this area.
- Students should exit vehicles from the passenger side of the vehicle. A teacher will indicate when it is time to exit the vehicle.
- No students should exit into the driveway as cars may be passing stopped vehicles, making it dangerous.
- Signs are placed along the drop-off zone to indicate where students may exit.
- Parents will wait to exit campus until their child has passed their health screening.

### **Junior High and High School (Grades 7-12):**

- Students in grades 7-12 should be dropped off at the bungalows.
- Parents will wait to exit campus until their child has passed their health screening.

### **Reminders:**

- Students may **not** be dropped off at the kiosk. Cars stopped at the kiosk block the crosswalk and early childhood parents coming in to drop off their children.
- Please pull as far forward as possible in the drop-off/pick-up zone to allow other cars to line up.
- To park in the designated handicapped spaces, a **handicapped license or placard must be displayed.**

## HEALTH SCREENING PROCEDURES & POLICIES

ALL students are subject to a health screening prior to entry to campus. In order to maintain the health and safety of each person on campus, it is vital to conduct health screenings. Each screening will consist of a temperature and symptom check. Students who present symptoms will be sent home. All teachers and staff are subject to the same restrictions. We appreciate your understanding of this new yet necessary procedure for drop-off.

### **Elementary School (Grades K-6):**

- A teacher will indicate when it is time to exit the vehicle.
- Students will line up on the sidewalk next to the fence 6 ft. apart as indicated by signs.
- As instructed by the teacher, they will enter the gate to the field. Students will enter one at a time.
- They will have their temperature checked and be screened for other COVID-19 symptoms. **Any temperature of 100.4 degrees Fahrenheit or higher is defined as a fever.**
  - Once cleared, the student will be directed to their respective cohort area.
  - Parents will be given the all clear to exit campus.

### **Junior High and High School (Grades 7-12):**

- Students will line up 6 ft. apart and be screened one at a time.
- They will have their temperature checked and be screened for other COVID-19 symptoms. **Any temperature of 100.4 degrees Fahrenheit or higher is defined as a fever.**
  - Once cleared, the student will go to their respective cohort area.
  - Parents will be given the all clear to exit campus.

## **AFTER SCHOOL PICK-UP PROCEDURES**

**After School pick-up** for grades K-12 begins at noon and ends at 12:30 p.m.

### **Elementary School (Grades K-6):**

- After school pick-up is from the athletic field.
- Parents should enter the school driveway and stay to the right to *proceed around the center palm tree*.
- The drop-off/pick-up zone is along the sidewalk. Please do not park in this area.
- Students should enter vehicles from the passenger side of the vehicle.
- Signs are placed along the drop-off zone to indicate where students may exit.

### **Junior High and High School (Grades 7-12):**

- Students in grades 7-12 should be picked up at the bungalows.

In case of inclement weather, drop-off/pick-up will move to the front kiosk. Health screenings will commence there as usual.