

# Parkview Elementary



## Arrival/Dismissal/Safety Policy

### Arrival: 7:25 – 7:55 AM

- School opens at 7:25 AM. There are no staff members on duty until 7:25 AM, so please do not leave your children unattended before 7:25 AM. It is not safe!
- 7:25 – 7:55 AM Kindergarten, First Grade, and ALL breakfast eaters will enter through the front doors.
- Kindergarten and First Grade Scholars will go directly to the auditorium unless they are eating breakfast.
- 7:25 – 7:45 AM – Second, Third and Fourth Grade scholars who are NOT eating breakfast will be dropped off at the Big Gym doors (in the front, off Bayberry Drive).
- 7:45 AM – FIRST BELL – Teachers will pick their classes up in their holding locations
- 7:45 – 7:55 AM – All scholars get dropped off and enter through the front doors.
- 7:55 AM – TARDY BELL – All scholars must go through the office to check in and obtain a tardy pass for admittance in the classroom.

### Dismissal: 3:10 PM - Parents must designate one of four ways your child is being picked up:

- Please be patient, we are dismissing over 600+ children at the same time. It will take a few weeks to get the traffic flow smooth as parents are learning procedures, too.
1. *Walker* – children are released to walk home on their own. They are released in the back of the building at the playground and picnic table area. Parents are responsible for talking to their children about where and who they are to meet up with, if any. Please talk to your walkers about using the crosswalks and to go straight home from school! We do not encourage Kindergarten or First grade scholars walk home by themselves. Walking in crowds is a confusing process for 5 and 6 year olds.
  2. *Parent Pick Up by Walking* – children are dismissed to the auditorium. Parents must present their BLUE Dismissal Cards to the teachers in the auditorium. This is for security reasons and will be enforced the entire year for every parent/child. If you lose your card, you will be asked to go to the office to present ID and obtain a dismissal card replacement – no exceptions. Parents will line up/enter at 3:00 PM through the cafeteria entrance on the north side of the building (facing Longstraw).
  3. *Parent Pick Up by Car* – Kindergarten and first grade are released through the front doors and second – fourth grades are released to the Big Gym. Parents must stay in their vehicles and follow the staff traffic directions to enter the front lot. You must have your windshield card (bright pink for K-1; bright yellow for 2-4) displayed on the front dashboard, on the passenger side. Failure to have the dashboard card will result in being asked to park and go to the office to present ID and a replacement card. As per rules of the road, cars must form only ONE line on Bayberry and split into K-1 and 2-4 once the cars enter the lot. For safety reasons, cars must follow staff directions and signage when they are in the Parkview parking lot. Please be patient and know there is no quick way through the line, however, once parents understand and follow the flow and they all have the dashboard cards correctly displayed we are able to clear the front in about 10 minutes.
  4. *Daycare, transport vans, 4 or More Carpool, and school buses* – The north parking lot, off Longstraw, is closed from 2:30 – 3:25 PM for dismissal. Only daycare vans, carpool cars/vans that have registered in

the Parkview office (call 817-744-5500 for more information), and school buses are allowed in the north lot.

### Safety:

- Scholars who have not been picked up by 3:25 PM are brought to the outer lobby and are signed into the late pick up binder. Parents must come to the office with proper ID and/or dismissal card and sign your child out. We recognize emergencies every so often, however, we will not allow children being left on a frequent basis. If you know you will be late, it is necessary to call 817-744-5500 as soon as possible.
- Parents/Guardians must always have their legal ID whenever they need a dismissal replacement card, visiting, checking a child in/out, etc... There are no exceptions to this rule.
- Visitor's stickers MUST be worn and visible at all times. There is no admittance past the office area without clearing security. The only exception is large events when more staff is available to help with crowds.
- Please be great adult role models. We are an elementary school and our children learn by watching our adult "models." Please use the cross walks and not cut in between cars, in traffic to come to the building; Please do not use vulgar, disrespectful language on our campus; and, Always know our heart is with all of our Parkview community.
- Changes in regular dismissal: Only a parent can change dismissal procedures. Scholars cannot come to school and tell the teacher that they are going home a different way. If you need to change dismissal temporarily, please call the office at 817-744-5500 by 2:40 PM or put it in writing to your child's teacher. Permanent changes requires a form to be completed with your child's teacher, please email or call and have this done as soon as possible.
- Early dismissals: We cannot process early dismissals after 2:40 PM. Many of the scholars are in different learning environments and dismissal is soon after. Please avoid dismissing early unless it is an emergency. Academics are taught right up until the 3:10 bell, so for every minute your child is not here, they are missing valuable instruction.
- SEVERE WEATHER RED METAL SIGNS – Lightening, Severe Heat, Severe Cold (32 degrees or less w/wind chill). Staff and scholars will not be allowed outside. Parents/Guardians who pick up by car must park and come in to pick up their children. Also, in the event of lightening or severe storms, walkers will be held until the storm passes. During enrollment you will have a form to complete that allows your child to walk home in a storm, which we would not encourage. An email blast, Text(Remind) and FACEBOOK blast will also be sent as soon as possible. Please know storms/weather is unpredictable and sometimes we move to Severe Weather Protocol during pick up, as well. We will always try to make a decision as early as possible, so please be patient and understanding as we strive to keep every member of the Parkview family safe.

