

ARRIVAL AT SCHOOL (Each Day)

When students arrive at school in the morning, they should enter the commons area. There is no supervision prior to 7:30 a.m. If special provisions have been made with the teacher, they may go to their classroom upon arrival at school.

After the bell rings, students are asked to go directly to their classroom upon entering the building. They should use the following assigned doors for entering as a class and when leaving the building upon dismissal from school as a class.

Once students arrive at school, they must stay on campus unless they have written parental permission or administration permission to leave the grounds.

Brandon Elementary

<u>Grade</u>	<u>Bus Drop Off</u>	<u>Dismissal</u>
Kindergarten	West Link	West Link
First Grade	West Link	West Link
Second Grade	West Link	North Wing
Third Grade	West Link	West Link
Fourth Grade	West Link	East Wing Entrance

Auto Drop Off

Pull up, drop off, and keep moving. DO NOT park and/or leave your vehicle in the drop off lane. If you need to leave your vehicle, park in the parking lot.

Parents in automobiles must pick up or drop off ECH, Jr. K, & Kindergarten, 1st grade children at the south main entrance and 2nd, 3rd, 4<sup>th</sup> grade children at the north main entrance to Brandon Elementary. **Cars are not permitted on the west side of the elementary building to drop off or pick up students.** This way automobiles and busses are not mixed.

Fred Assam Elementary

<u>Grade</u>	<u>Bus Drop Off</u>	<u>Dismissal</u>
Kindergarten/First Grade	West Side	K/1 <sup>st</sup> Grade South Entrance
Second Grade	West Side	2 <sup>nd</sup> /4 <sup>th</sup> Grade South Entrance
Third Grade	West Side	3 <sup>rd</sup> Grade South Entrance
Fourth Grade	West Side	2 <sup>nd</sup> /4 <sup>th</sup> Grade South Entrance

When the bell rings, students will line up at their assigned doors.

Auto Drop Off

Pull up, drop off, and keep moving. DO NOT park and/or leave your vehicle in the drop off lane. If you need to leave your vehicle, park in the parking lot.

Parents in automobiles must pick up and drop off their children at the South main entrance. **Cars are not permitted in the bus drop off area.**

**Inspiration Elementary**

<b><u>Grade</u></b>	<b><u>Bus Drop Off</u></b>	<b><u>Dismissal</u></b>
Kindergarten/First Grade	East Side	K/1 <sup>st</sup> Grade South Entrance
Second Grade	East Side	2 <sup>nd</sup> /4 <sup>th</sup> Grade South Entrance
Third Grade	East Side	3 <sup>rd</sup> Grade South Entrance
Fourth Grade	East Side	2 <sup>nd</sup> /4 <sup>th</sup> Grade South Entrance

When the bell rings, students will line up at their assigned doors.

Auto Drop Off

Pull up, drop off, and keep moving. DO NOT park and/or leave your vehicle in the drop off lane. If you need to leave your vehicle, park in the parking lot.

Parents in automobiles must pick up and drop off their children at the South main entrance. **Cars are not permitted in the bus drop off area.**

**Robert Bennis Elementary**

<b><u>Grade</u></b>	<b><u>Bus Drop Off</u></b>	<b><u>Dismissal</u></b>
Kindergarten/First Grade	East Side	Main Entrance
Second Grade	East Side	1 <sup>st</sup> Grade East Entrance
Third Grade	East Side	3 <sup>rd</sup> Grade East Entrance
Fourth Grade	East Side	3 <sup>rd</sup> Grade East Entrance

When the bell rings, students will line up on the west side of the school.

Auto Drop off

Pull up, drop off, and keep moving. DO NOT park and/or leave your vehicle in the drop off lane. If you need to leave your vehicle, park in the parking lot.

Parents in automobiles may pick up and drop off their children at the east main entrance or old RBE bus drop off area east of the building.

**Valley Springs Elementary**

Students will line up in front of the doors for entrance into the building when the 8:06 bell rings. Arrival and dismissal are as follows:

K – 4 South side of the building entrance.

The safety of the student is extremely important to both parents and staff. If parents wish to drop off or pick up their child(ren) at school, the following parking is recommended:

Visitors parking area is on the South side of the building.

In the morning while dropping off students, please circle past the bike rack, drop off your child(ren), then circle back out the same entrance.

The East parking area in the morning is designated as a bus unloading area. Please do **NOT** park in this area. In the afternoon, the East or South parking lots may be used to pick up your child.

By making prior arrangements with your child(ren) concerning the locations above, the safety of all children is insured as they cross in front of the building. This area is supervised to help students travel safely. Parking as indicated will help insure the safety of all students.