



Hyer Arrival and Dismissal Procedures

Arrival

- The high points:
 - 7:30am – Building open
 - 7:30 - 7:45am – Arrivals sent to gym
 - 7:45am – First bell
 - 7:55am – Second Bell
 - 7:55am – School Begins
- School Building doors will be open starting at 7:30
- Student arriving between 7:30 – 7:45 am will be directed to the gym until they are dismissed to classrooms at 7:45am
- Parents – You are welcome to walk your child to their classroom the first three days of school. After that, encourage your students to be independent! Staff is positioned around the building to be welcoming and helpful.
- Parents must check in at the front office if they are in the school building after the 7:55am bell. Please ensure you have your visitor badge visible!
- For arrival, carpool lines runs on both the Caruth and Colgate sides of the building. Please see map for reference. Our awesome Dad's Club members will greet the students and help with opening and closing doors.
- After the 7:55am bell rings, the building will only be accessible through the main office! If your student is running late, please have them go through the office to check in.
- Crosswalks: parents and students, please use all designated crosswalks! Our wonderful crossing guards are there for your safety.
- Bikers: we have bike racks on both sides of the building for your parking! Remember to lock up your bike!
- Pets: we love them, too! But please remember they are not allowed on school property.

Dismissal

- The high points:
 - 3:15pm All dismissal procedures begin
- Crosswalks: parents and students, please use all designated crosswalks! Our wonderful crossing guards are there for your safety. After school traffic is BUSY! Thanks for following these rules.
- Kinder and First Graders are not allowed to leave school unattended. They must be picked up by a parent or older sibling on the front lawn (Caruth). Teachers will bring all K and 1st students to Caruth – Kinder to the west of the flagpole, First grade to the east of flagpole. They will oversee the entire pick-up process – whether walks or carpool riders! Each class will line up behind class cones for easy spotting! You child will “check-out” with their teacher.
- Second, Third and Fourth graders will exit through the Colgate side of the building. They will be dismissed as they exit the building. Students with younger siblings in K or 1st may exit through the Caruth side to pick up sibling.
- Teachers are stationed around the exterior of the building to oversee all dismissal procedures.
- All carpool riders will exit through the front of the Caruth side of the building. Names will be call from Carpool tags as cars pulls through.