

SCHOOL DAY PROTOCOL

8.1 ARRIVAL TIME FOR ALL STUDENTS

The school day begins at 8:00 AM for all students. Please arrive no later than 7:55 AM to allow time for your child to get settled and prepared. Students should not enter a school building before 7:40 AM. Supervision will not be provided for students before 7:40 AM (unless arrangements are made ahead of time).

8.2 MORNING ARRIVAL PROCEDURES

From 7:40 to 7:55 AM, all students are to be dropped off at the lower parking lot (at the bottom of the steps) to walk up the steps to the front of the building, where they will enter through the front doors and be supervised by teachers and/or administration. Grammar school students will then proceed to their classrooms to be greeted by their classroom teacher. Logic school students will report to their first period class upon arrival each morning.

Note: Parents who wish to accompany students into the building are to park in the lower lot on the far side near the road (away from the carpool line). If accompanying your child to class, please be considerate of the teacher's preparation time.

8.3 AFTERNOON DISMISSAL PROTOCOL

Pre-School and half day Kindergarten will dismiss at **12:00** each day. The teachers will bring these children to the bottom of the steps to meet their rides each day. Grades K-2 will dismiss at **2:40**. Grades 3-4 will be dismissed at **2:55**. Fifth grade and Logic school will be in class until **3:05**. It will take these students a little time after this to pack up and get out to their carpool. Plan to pick up these students by **3:15**.

The teachers will remain in the classroom with their class while carpools are being called through the radios. They will then dismiss students to meet their appropriate vehicle.

Any student not picked up by 3:25 will be placed in the After School Program once the teacher has attempted to contact the parents regarding pickup. **Parents are to remain in their cars** and proceed single file to the front of the carpool line where they will pick up their children. If one or more of your students is not ready, you will not wait in the front of the line; you will need to continue to proceed forward and rejoin the line in the back. Please ask your students to pack up as quickly as possible to be ready for pick up.

If you are picking up **any 5th grade or Logic School** age students we ask that you use the **left lane** (nearest the parked cars). If you are picking up **only Grammar School** age students, please use the **right lane** (nearest the steps). If parents are planning to come into the building to pick up their child, they are to park in the lower lot on the far side near the road (away from the carpool lines).

8.4 CARPOOL LINE PROCEDURES

1. Please do not come to the top of the hill to pick up children.
2. Do not park in the carpool line. All drivers need to be ready to move their vehicles forward as the cars in front of them move forward.
3. Only the front cars will be picking up students.
4. Each family will be given a carpool sign to display in their front right window with their last name printed in large letters. This will be a great help to the teacher in calling for dismissal of students. Please make sure your sign is clearly displayed in the car when moving through the line. If you are not a new family to Redeemer but have lost your sign, please let Vicki Becker in the office know so she can make you a new one.
vbecker@redeemerclassical.org
5. Drivers should not be using their cell phones while in the carpool line.

PICK UP TIMES

12 noon
PreK & Half-Day

2:40 p.m.
Grades K - 2

2:55 p.m.
Grades 3 - 4

3:05 p.m.
Grades 5 - 8

Must pick up by 3:15 p.m.

NOON DISMISSAL

K-2: 11:40 a.m.

3-4: 11:55 a.m.

5-8: 12:05 p.m.

Must pick
up by
12:15 p.m.

MOUNTAIN VALLEY ROAD

INDIAN TRAIL ROAD

LOGIC SCHOOL LANE

GRAMMAR SCHOOL LANE

STEPS
to school

CARPOOL RULES

Please do not come to the top of the hill to pick up (or drop off) children. Park your car in the lower lot and walk up.

Do not park in the carpool line. All drivers need to be ready to move their vehicles forward as the cars in front of them move forward.

Only the front cars will be picking up students. **NOTE:** you may have to continue forward and reenter the line if all your students are not ready when you get to the front.

Please make sure your carpool sign is clearly displayed in the car window.

Drivers should not be using their cell phones while in line.