



Hillcrest Elementary School 2016-17

Arrival and Dismissal Procedures

For the safety of our students, please follow these procedures:

Arrival

- Students should not arrive at school prior to 7:15 a.m.
- Students arriving to school in a car should be dropped off in the car line.
- NEVER drop off students in the parking lot, unless you are parking and escorting them into the building.
- Drive vehicles all the way up to the first yellow sawhorse when dropping off in the car line, this allows as many as 8 cars to drop off their children at the same time and clear out traffic sooner.
- Children should be prepared to exit the car in a timely and efficient manner.
- The driveway by the lunchroom is for school buses and daycare vans ONLY.
- Students are counted tardy if they are not in their classrooms by 8:00 a.m.

Dismissal

- ALL car riders will exit out the front door (No separate parent pickup location)
- Car passes will be required daily. Have them visible in your car or in your hand.
- Please make arrangements for your child(ren) to be picked up no later than 3:30 p.m.
- We prefer all cars to go through the car line, however, if you insist on walking up to get your child from the car rider line, you will need to park in the parking lot behind the cafeteria and follow these procedures:
 - Do not park in the parking lot by the front office
 - Have your car pass in hand
 - Walk to the designated area out front for parents
 - Do not encourage your child to come to you without properly showing a car pass to the designated person
 - Children should then be escorted, by you, to your vehicle.

Dismissal during the first days of school can be frustrating for everyone, we thank you in advance for your patience and positive attitude as we work to provide the safest environment for your children.