



ARRIVAL & DISMISSAL

Arrival Time (Gates Open)
8:00 a.m. to 8:15 a.m.

Dismissal Time (Gates Open)
3:00 p.m. to 3:15 p.m.
Friday Early Release: noon to 12:15 p.m.

We highly recommend that families utilize the vehicle access lane around the building for morning arrival so that children may begin their school day independently. This process encourages the greatest independence in the child. If you would like assistance with a departing ritual, there will be an adult at the vehicle drop-off zone to facilitate as needed.

VEHICLE ACCESS LANE

For both Morning Arrival and Afternoon Dismissal, families drive around our one-way route to the vehicle drop-off and pick-up zone on the east side of our building. The area is designated by traffic cones and safeguarded with planters to ensure the safety of our children. At morning arrival, children exit their vehicles in the drop-off zone and are escorted to the building by an adult. At afternoon dismissal, families wait in the vehicle access lane until their children are escorted to their vehicle in the pick-up zone. Because we have considerable vehicle traffic at the school, all children must be supervised and escorted through our parking areas by an adult at all times.

Vehicle traffic flows one way only between the metal gates on both sides of the building. Do not turn around and drive against traffic after you have passed through the gates.

The speed limit around the building is 10 mph.

PEDESTRIANS AND CYCLISTS

If you are walking, cycling, or parking your vehicle and escorting your child inside for morning arrival, please enter and exit the building through the front office door. Do not walk in the vehicle access lane around the school. You may park your vehicle and/or bicycle in the front lots or on the street. Because we have considerable vehicle traffic at the school, all children must be supervised and escorted through our parking areas by an adult at all times.

For afternoon dismissal, families picking up their children inside the building will enter through the front office and gather in the Tributary Hallway adjacent to the multipurpose room. At the end of the school day, our Montessori Guides escort students to the vehicle pick-up zone, the River Crew aftercare program, or the Tributary Hallway to greet their families.

RIVER CREW PICK-UP

The front office closes promptly at 3:30 at the conclusion of administrative hours for the day. Parents or caregivers picking up children from River Crew aftercare may do so through the River Crew entrance in the school playground.

PERMISSION TO PICK UP FORMS

In the event that someone other than a child's parent or legal guardian will pick them up from school, you must provide authorization on a permission to pick up form. The form may be updated as needed and will be retained in the school office for reference.

For same day changes, please notify school staff by noon so that car pool attendants and River Crew staff may be updated.