

## New Arrival and Dismissal Procedures

### Logan Elementary School

Starting March 1, 2021

Upon return to school, we will start new procedures for arrival and dismissal for the safety of all.

As with all new procedures, a little extra time may be necessary to teach our students the process and we appreciate your patience and reinforcement of these procedures. Please start discussing these procedures with your child now.

- **All buses will arrive and depart from the front bus loop.** Staff will greet students as they arrive and walk them into the building to help teach and maintain social distancing. At the end of the day, students will be called to the lobby by bus color and will be walked to their bus while maintaining social distancing. Students will need to listen for their bus color as buses are called over the intercom. Students may only ride their assigned bus and get on/off at their assigned stop.
- **All walkers** will arrive and line up on the side of the building next to the primary playground. Students will enter the building on the side of the building in the hallway next to room 5. Student are reminded that the playground is off limits during arrival and dismissal times. Please line up along the side of the building and maintain social distancing.
- Students/parents must remain 6 feet from others in line and everyone on the school property must be wearing a mask (See BCPS mask policy).
- **Walkers** are reminded that they are **NOT to arrive prior to 9:10** as there is no adult school supervision until then. Safety is a priority. All people (students and parents) MUST maintain at least 6 feet of social distance and wear a mask while on school property at all times of the day. Parents, please do not have your children arrive prior to 9:10 and do not drop off children from your car in the front of the building or from Merritt Blvd.
- **Walkers** will depart from the school through the side doors by the primary playground.
- **All car riders** will arrive and depart from the parking lot loop in the back of the school. (See handout on [Kiss & Go](#) Arrival and Dismissal Procedures that has a map for traffic flow patterns and handout on how to obtain your visor and bookbag tags for afternoon pick up.)

#### CAR ARRIVAL

- Students arriving by car are to be dropped off from 9:10 – 9:25 in the back of the building in the parking lot circle. Students are considered tardy if they are not in their classrooms by 9:25.
- Please review the [Kiss & Go](#) Arrival and Dismissal Procedures along with the map to follow the traffic flow.
- When everyone cooperates with these procedures, we will have a smooth and safe arrival.
- Students will walk into the cafeteria doors and pick up their breakfast on their way to class.
- Adults will be in the car loop as well as in the cafeteria to direct students to the correct locations and to help maintain social distancing of students.

#### CAR DISMISSAL

- The car loop will open at 3:40 and students will be escorted to cars by staff members beginning at 3:55.
- The administration, in conjunction with the Re-Opening Planning Team, has outlined detailed procedures that will ensure that students are safe and getting into the appropriate cars with designated adults. See [Kiss & Go](#).
- Cars will have numbered visor tags and students will have matching tags on their bookbags. Students will wait in the cafeteria as a group, socially distanced, until called for dismissal to their identified car.
- Parents/guardians who will be picking up their child by car will need to call the school to make an appointment to come to the school doors between the hours of 8:30 – 3:30 Monday-Friday to obtain a copy of the [Parent Car Loop Pick-Up Agreement Form](#) and the visor/bookbag tags. You may also call the school to have the form emailed to you if you have the availability to print the form. Call to make an appointment to bring the completed form and photo ID to the school door and to receive the visor/bookbag tags prior to the first day of your child's return to school.
- **To maintain a safe environment for all students, no student will be dismissed to a car without the being signed by the parent/guardian [Parent Car Loop Pick-Up Agreement Form](#) and on file with the school.**