

Welcome to Emerald Cove Middle School

Arrival and Dismissal Procedures

We have a few procedures in place that make pick-up and drop-off fast and safe. With your cooperation, the time spent at arrival and dismissal will be minimal and safe. Additionally, our school and parents working as a team can ensure that your child is on time for school and dropped off/picked up quickly and safely.

ARRIVAL: (SCHOOL START TIME - 9:30 am)

- Our car loop will open at 8:55 am.
- Please plan accordingly so that your child will be in class and ready to learn no later than 9:30 am. Tardies will have consequences.
- Drop-off for all students is in the car loop ONLY.
- No drop-offs are allowed on the street, in the parking lot, or at the bus loop.
- Please drive all the way to the STOP sign (around the bend near the bicycle rack) before letting your child out of the car.
- Parking and walking your child to the front gate will not be permitted.
- Do not leave any major gaps between your car and the car in front of you.
- Walkers and bike riders are to enter the small gate next to the bus loop entrance. This gate opens at 8:55 am. No adult supervision will be available before that time.
- Morning-Care is available for those parents who need an earlier drop-off time at a cost of \$60.00 per month (this includes either/both Morning and After-Care). Drop-off is in the back parking lot between the two schools next to the bike rack between 8:00 – 8:40 am.
- Drop-off time for Morning Care is from 8:00 to 9:00 am. No adult supervision will be available before that time.

DISMISSAL: (SCHOOL END TIME - 4:05 pm)

- Our car loop will open at 3:50 pm.
- The STOP sign will be in a different place (at the end of the overhang), but we follow the same procedure. Please drive all the way to the STOP sign before letting your child in the car.
- Do not leave any major gaps between your car and the car in front of you.
- Parking and walking to the front of the school to pick up your child will not be permitted.
- No pick-ups are allowed on the street, in the parking lot, in the bus loop, at Equestrian Trails, or at the Fire Station.
- It is important that you pull up as close to the STOP sign as possible even if your child is closer to you than the sign.
- Please advise your child to look for and follow his/her car while remaining on the sidewalk until the car is stopped for safe boarding.
- Car loop pick-up must be no later than 4:35 pm. No adult supervision will be available after that time.
- After-Care is available for those parents who need a later pick-up time at a cost of \$60.00 per month (this includes either/both Morning and After-Care).
- Find a Morning/After Care application on EdLine or in the Front Office and return with your child with the first month's payment – September 2016.
- Morning/After-Care begins on Monday, August 22. You must make other arrangements for your child's arrival and dismissal before that date.
- After-care Pick-up is in the car loop.
- All After-Care students must be picked up by 5:20 pm. No adult supervision will be available after that time.
- After-Care provides bus service to those students who are designated bus riders.
- Students cannot be picked up for early release any later than 3:15 pm and must have a parent note to leave early, excluding an emergency.

Thank you for your cooperation!