

### **Elementary Dismissal Policy for Students Who Are Picked Up From School (Grades 1-5)**

Elementary students are expected to be picked up from school on time daily. As a reminder, these are the elementary bell times:

- Regular School Days: 9:05 am – 3:30 pm
- Minimum Days: 9:05 am – 12:45 pm

Due to the challenge of safely supervising up to 540 energetic students on the sidewalk afterschool, students in grades 1-5 will remain on campus, on the lower playground, lined up in grade order along the fence.

To expedite dismissal, parents should arrive by the dismissal bell and remain on the sidewalk along Burgener Boulevard. Students will be released through the gate when they see their parent/guardian.

Due to the amount of foot traffic and vehicle traffic along Burgener Boulevard after school, we strongly encourage all families to immediately leave this area as soon as you have picked up your child/ren.

Please be reminded of the Longfellow Safe Driver Pledge.

Students will be supervised for 15 minutes and any remaining students will be dropped off in the office. If you arrive at or after 3:45 pm, you will need to sign-out your student in the main office.

Off-campus dismissal is a privilege granted to students based on the individual needs of parents.

Elementary parents/guardians may arrange for permission for “off-campus” dismissal by contacting the main office.

Students who are granted “off-campus” dismissal are expected to conduct themselves in a safe manner at all times while waiting for their ride or walking home:

- Remain on the sidewalk while waiting for their ride or walking home.
- Respect others while waiting for their ride or walking home.
- Respect school property and the property of our neighbors.
- Do not throw any rocks or other objects while waiting for their ride or walking home.
- Be picked up from the sidewalk – do not ask your child to run into the street to get into your car.
- Always look both ways before crossing the street and always cross the street at a designated crosswalk.

**Parents who request “off-campus” dismissal are responsible for reviewing these expectations with their child. Please note that students who compromise their safety or the safety of others while waiting off-campus may have this privilege revoked by the school.**