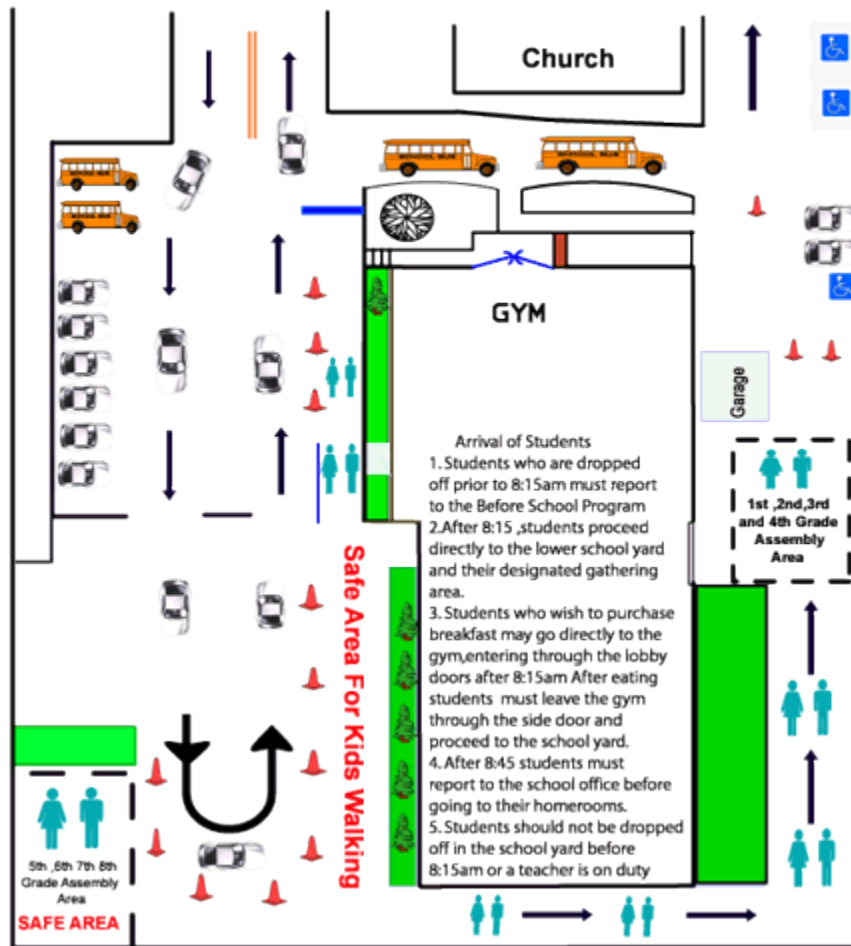


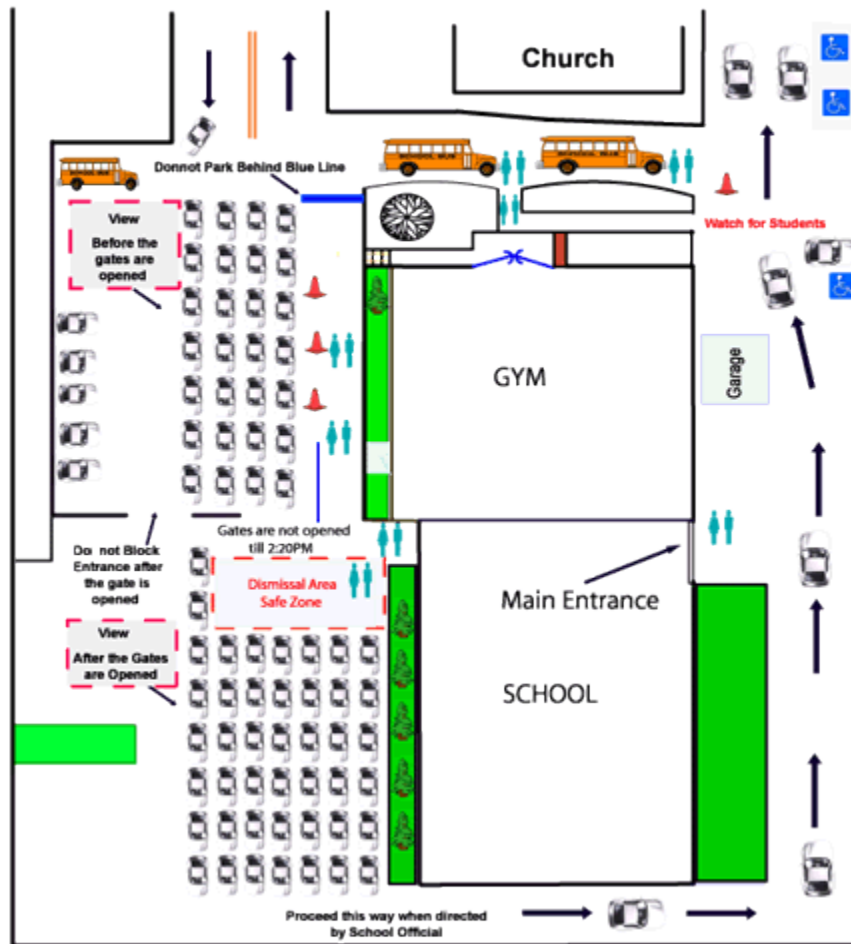
St. Joseph School Morning Drop-Off



Arrival

1. Students who are dropped off prior to 8:15 AM must report to the Before School Program. Parents will be billed for this service.
2. After 8:15 AM, students proceed directly to the lower school yard and their designated gathering area.
3. Students who wish to purchase breakfast may go directly to the gym, entering through the lobby doors. Only students who are eating breakfast are allowed in the gym after 8:15 AM. After eating, students must leave the gym through the side door and proceed to the school yard. No loitering is allowed in the gym. Once students have gone to the lower school yard, they may not return to the gym.
4. After 8:45 AM, students must report to the school office before going to their homerooms.

St. Joseph School Dismissal of Students



Dismissal

At the end of the day, students are dismissed according to the manner in which they are to travel home. In order that we may know how and when students leave the school property and to safeguard their well-being, it is important that everyone follow the established dismissal procedures.

1. Walking Students will gather in the gym and will wait for the duty teacher and the crossing guard to escort them across the street in front of the church.
2. Bus Students will gather in the gym and will wait until they are called to board their bus. A parent attempting to remove a child from the bus line may be asked to produce identification if the teacher on duty does not know the parent.
3. After School Program Students will gather in the gym and will remain under the supervision of the After School Program personnel.

4. Car Pick-up Students will exit through the lower level door directly under the Main Office. Under the supervision of their teacher, they will proceed to the car-line area of the parking lot.

5. Students should not be dropped off in the school yard before 8:15 AM or until the teacher on duty is present.

No student is to be picked up in front of the gym. Parents are reminded that they are not to park at the rectory, at the Methodist Church, at Goundrey's Funeral Home, or along the church. These are good neighbors who accommodate SJRCS in many ways and we ask everyone to respect their private property. Anytime a child is pulled from walk line other than in the designated area of the school yard, the safety of that child is compromised.

Parents arriving after the students have exited the building should wait in the second pick-up line of vehicles. A student whose ride has not arrived by dismissal time will be held at the yard entrance of the school. As soon as space is available, the second pick-up cars will proceed to the lower yard and waiting students will be dismissed. Students will not be dismissed from the waiting area to walk to their cars once traffic has begun to exit the lower yard. If a student's ride has not arrived by the end of walk line, that student will go to the after school program until picked up. Parents will be charged for this service.

Parents should not wait for children outside the school office. The hall and office area become a heavy traffic area at dismissal and parents add to the congestion.

Note: If there is a change in your child's transportation, you must send a note or call the school office by 2:00 PM. In the absence of such notification, no student will be permitted a change in transportation.