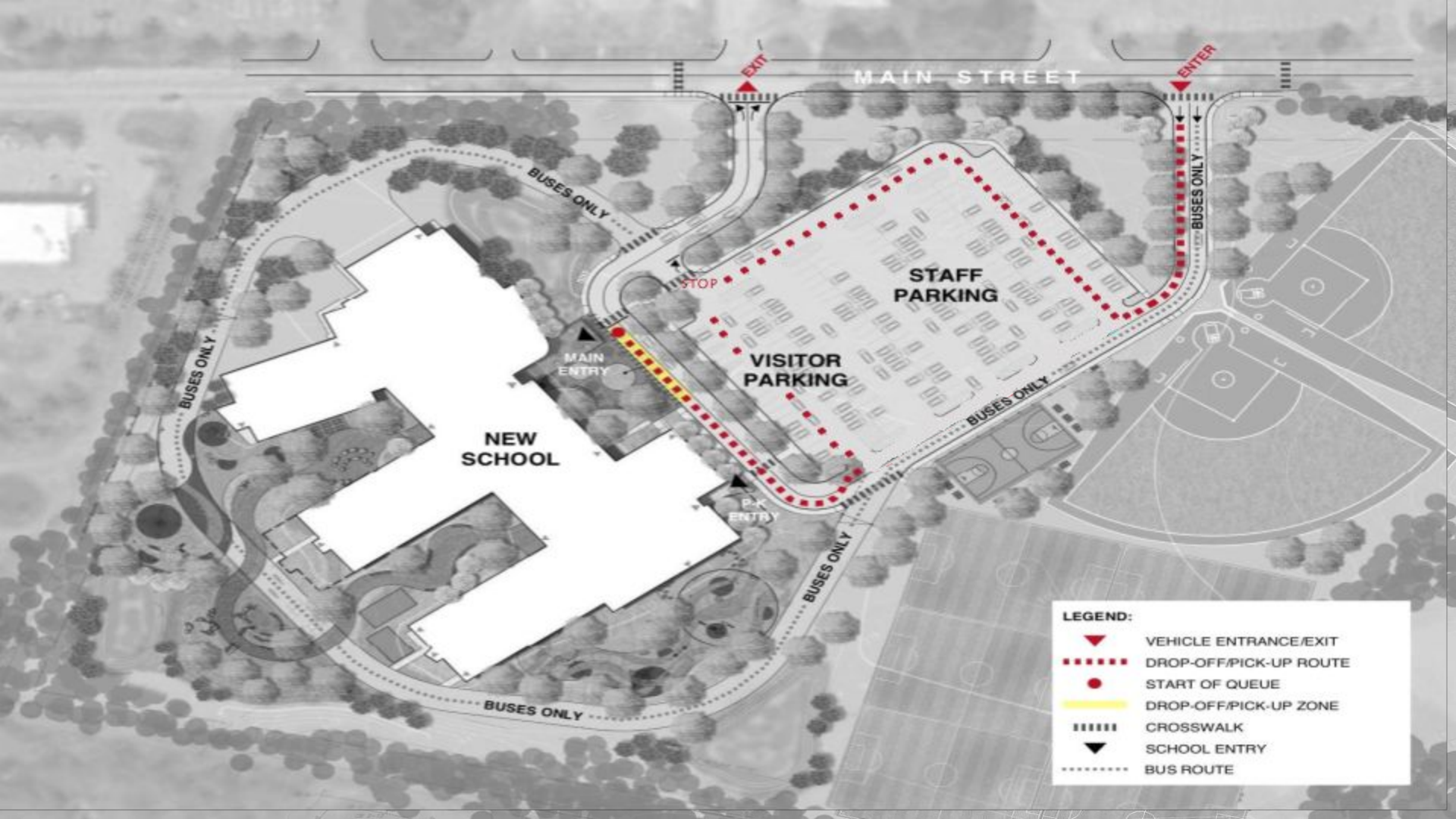


Carver Elementary Arrival and Dismissal

March 2021

Carver Elementary Arrival

March 2021



- LEGEND:**
- ▼ VEHICLE ENTRANCE/EXIT
 - DROP-OFF/PICK-UP ROUTE
 - START OF QUEUE
 - - - - - DROP-OFF/PICK-UP ZONE
 - ||||| CROSSWALK
 - ▼ SCHOOL ENTRY
 - BUS ROUTE

Morning Drop-off Procedures K-5

- **Drop-off will take place from 8:05 - 8:25.**
- **Parent/Guardian should NOT line up for drop-off prior to 8:05.**
- **Drop-off ends at 8:25.**
- **There are 2 separate drop-off entrances. K-5 will use the Main Entrance.**
- **Preschool drop-off begins at 8:25 and parents will use the Preschool entrance next to the gym.**
- **For families with Preschool and older children you are asked to drop-off your preschooler first at 8:25 before proceeding to the Main Entrance to drop-off older children.**

Morning Drop-off Procedures K-5, Continued

- **Parent/Guardian MUST remain in vehicle.**
- **Students MUST be prepared to unload from the driver's side of the vehicle.**
- **Students may NOT unload unless they are in the designated drop-off zone.**
- **Once in the drop-off line there is NO passing of any vehicles.**
- **You MUST yield to busses at all times.**
- **If you choose to park and not wait in line, you MUST walk your child across the driveway to the Main Entrance.**
- **If you arrive after 8:25 AM, you MUST drive to the Main Entrance, remain in your vehicle and notify the school at 508-866-6210 that you have arrived.**
- **Students who are dropped off will either go to breakfast or directly to class.**

Morning Drop-off - BUSES

All students must enter the bus wearing a mask regardless of grade level and keep the mask on for the duration of the ride - no exceptions.

- ❖ **Students will unload from front to back (drivers will coordinate with staff).**
- ❖ **CES staff will greet students as they unload.**
- ❖ **Students will be staggered for entry into the school.**
- ❖ **Sanitizing stations are located near the entrance/exit doors & in project area.**
- ❖ **At arrival time, doors are propped open and supervised by staff so as to limit touching of door handles.**
- ❖ **Students sanitize upon entry to the building or before they enter the classroom.**

Carver Elementary Dismissal

March 2021

Parent Pick-up Beginning March 15

Coyote Car Riders will take place in 2 separate groups.

Please arrive at the school during your designated time frame. The color of your Pick-up Pass* will coincide with your group number.

- **Group 1 (Green): 2:15-2:35 Grades 3, 4 and 5**
- **Group 2 (Yellow): 2:40-3:00 Grades K, 1 and 2**
- **Families with children in both group 1 and 2 are automatically assigned to Group 2: 2:40-3:00.**
- **Preschool pick-up remains the same: Starts at 2:45. Parents park and go to the Preschool Entrance.**

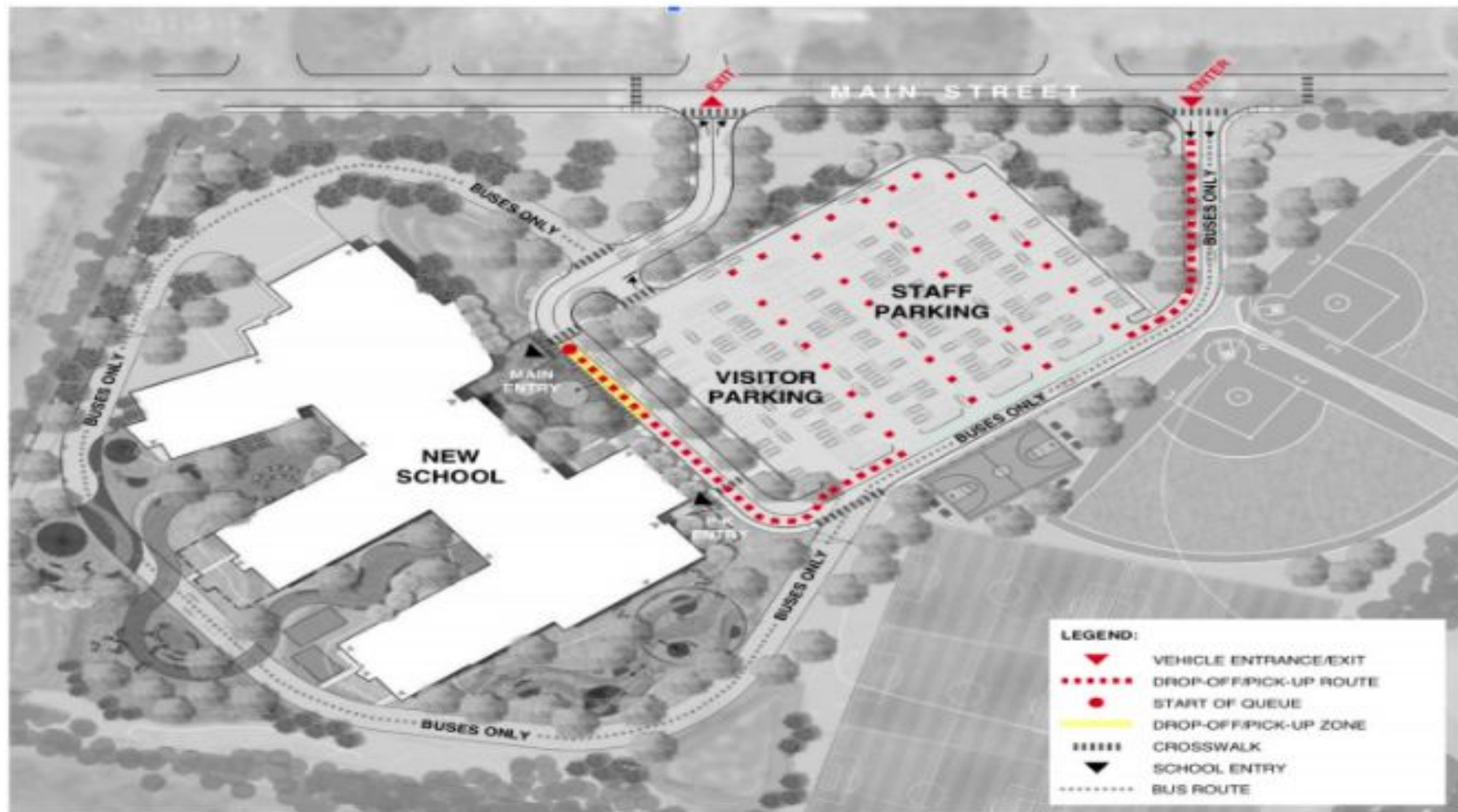
Parent Pick-up Beginning March 15 - Continued

Be patient with us as we transition to this new procedure for end-of-day parent pick-up.

Your cooperation with following this new schedule is going to be instrumental in helping us to make this work as smoothly as possible for all our children.

Please do not arrive at a time other than that indicated for your group.

Please note: You will either be issued a new Pick-Up Pass or your existing pass will be adjusted by School Administration once your new form has been received.



Parent Pick-Up/Coyote Car Riders

CES will be using PickUp Patrol to call for students.

Because students will be attending 4 days, ALL Families participating in Coyote Car Riders must:

- **Complete the UPDATED Car Rider Application form,**
- **Display the Pick-up Pass issued by the school on their dash until they have picked-up their child,**
- **Use PickUp Patrol to inform the school of scheduled pick-up days or changes,**
- **Follow the directions of the staff, and**
- **Be prepared to show Identification if necessary**
- **Car Riders Forms**

Occasional Parent Pick-up

- **If you do not pick-up your child on a regular basis, you do not need to complete the Coyote Car Rider form but you MUST notify the school through PickUp Patrol by 1:45 on the day you plan to pick-up.**
- **Plan to arrive at school with the second group, between 2:40 and 3:00.**
- **You will check in with the Pick-up Attendant and you will be instructed to park.**
- **Once parked, head to the Main Entrance and check in with a faculty member who will check your license or photo ID and call for your child.**

Dismissal - BUSES

- ❖ **Students will wait in their classrooms until called.**
- ❖ **Busses will be called over the intercom.**
- ❖ **Staggered dismissal with the younger students being called first.**

**Carver Elementary School
Preschool Procedures for
Drop-off & Pick-Up
MARCH 2021**

PRESCHOOL Morning Drop-off Procedures- Begins at 8:25

- **Parent/Guardian should NOT enter the parking lot for drop-off prior to 8:25 AM.**
- **Parent/Guardian must park in the parking lot and walk child to the Preschool Entrance. Staff will meet you under the awning.**
- **If arriving after 8:40 AM, you MUST drive to the Main Entrance, remain in vehicle and notify the school at 508-866-6210 that you have arrived.**

Preschool Pick-up Mid-Day

- **If you pick-up your child on a regular basis you should complete Coyote Car Rider form if you have not already done so.**
- **Parent/Guardian must notify the school using PickUp Patrol that they will be dismissing their student. If the person picking up the student is someone other than the Parent/Guardian, that information must be entered into PickUp Patrol and updated if it changes.**
- **Parent/Guardian MUST park in a designated parking space and walk to the Preschool Entrance to meet their student.**

Preschool Pick-up Mid-Day, Continued

- **The person dismissing the student MUST be authorized to do so by the Parent/Guardian.**
- **A license or some other form of state identification with photo or a Preschool Pick-up Pass* will be required.**

Preschool Pick-up Afternoon

- If you pick-up your child on a regular basis you should complete Coyote Car Rider form if you have not already done so.
- Parent/Guardian must notify the school using PickUp Patrol that they will be dismissing their student. If the person picking up the student is someone other than the Parent/Guardian, that information must be entered into PickUp Patrol and updated if it changes.
- Parent/Guardian **MUST** park in a designated parking space and walk to the preschool entrance to meet their student.
- Pick-up begins at 2:45.

Preschool Pick-up Afternoon, Continued

- The person dismissing the student **MUST** be authorized to do so by the Parent/Guardian.
- License or some other form of state identification with photo will be required or a Preschool Pick-up Pass will be required.

Student Tardy & Early Dismissals

Student Tardy & Early Dismissals

Student Tardiness

- ❖ **PickUp Patrol must be used to notify the school that a child is going to be late. They will then call the school upon arrival and a staff member will go out to meet them at their car.**

Student Early Dismissal

- ❖ **Families must use PickUp Patrol. Changes need to be made in PickUp Patrol by 1:45 PM and early dismissals will be held until 2:00 PM.**
- ❖ **On arrival designated adults will contact the school. The security desk will call into the classroom.**
- ❖ **The student will be walked out to meet the designated adult with a staff member. Designated adult will be required to show their ID.**

Transition Information

- **K-2 If your child has been assigned a new teacher, you should have received an email today, March 8, 2020.**
- **On March 15, 2021 we will be ready for your child, whether they are arriving by car or bus.**
- **Staff will be at all the entrances, welcoming/greeting students and helping them to get to their new classrooms.**
- **Student buddies will be assigned to help students walk them to their classrooms.**
- **3-5 Parents/guardians will be notified if there is a classroom teacher change, no later than March 23.**

Reminder: School Breakfast and Lunch is Free for all students

- **School Menus can be found by visiting our school app and website.**
- **We are adjusting the Curbside pick-up of meals at CES but for now they are on: Mondays & Wednesdays 11:30-12:30.**

Student Absences

Parents/Guardians should email: **cesabsent@carver.org**

- All absences **MUST** be reported to the school nurse by email.
- Please leave your student's first and last name, grade level, and reason for the absence.
- If more information is needed or you do not report an absence, the school nurse will contact you.
- Please make every effort to respond to their communication, students will not be allowed to return to school unless cleared to do so by school nurse.
- *<https://sites.google.com/carver.org/school-nurse-intro-sept-2020/home>*