



School Arrival and Dismissal Information
(From the 2020-2021 Parent Handbook)

School Hours

Our official school hours are 8:30-2:00pm. In order to ensure compliance with health and safety regulations, we will have a slightly staggered arrival and dismissal. Please see below for details regarding these procedures and **adhere to the timing indicated for your child's particular grade.**

Grade	Line Up/ Temp Checks Begin Outside the Black Gate	Building Entry/Exit
3 rd – 5 th grade	8:15 am	8:30 am – 1:55 pm
Pre-K – 2 nd grade	8:25 am	8:35 am – 1:45 pm

Arrival

Arrival details for all grades:

- Parents/guardians are not permitted into the building at arrival.
- Arrival takes place outdoors, rain or shine! **NO EXCEPTIONS TO THIS RULE.** We urge you to keep an umbrella in your child's backpack.
- There is no need to arrive early! Your child will not be allowed into the building before their official arrival time. Children cannot come into the building early for a bathroom. Parents are not permitted in early to visit the office or see the nurse.
- There is no early breakfast. Breakfast will be served in classrooms upon arrival. Grab and go breakfast bags will be waiting by the door.
- You and your child must be wearing a mask as per NYCDOE policy. The school will give you a mask should you arrive without one.
- All parents should do a health screening on their child before leaving their home, including a temperature check.
- Upon arrival at school, students will require random temperature screenings. Parents/guardians should not leave their child at school until temperature screenings have been completed. Students who fail the temperature screening will be required to be taken home and will not be permitted in school.

Grades 3-5:

- Line up **OUTSIDE** of the black gate on 95th street **no earlier than 8:15am.**
- Line up heading UP the hill towards Lexington Avenue. Tuck into the cobblestone/tree area as best you can and maintain appropriate distance.
- School staff will conduct random temperature screenings.
- Only after a staff member has opened the black gate at 8:25am will students be permitted into the L shaped yard to line up by grade. **Only students are permitted to enter the yard, no parents/guardians.**
- School staff will be waiting to greet students in the yard. Staff will escort students inside the building to their classrooms at 8:30am.
- Late students will be held until a staff member can escort them to class. Late students will also require temperature screenings.



Grades Pre-K-2nd:

- Line up **OUTSIDE** of the black gate on 95th street **no earlier than 8:25am** (unless you've brought a sibling in an upper grade).
- Line up heading **DOWN** the hill towards Third Avenue. Tuck into the Citi bikes as best you can and maintain appropriate distance.
- School staff will conduct random temperature screenings.
- You will enter after grades 3-5 (around 8:30am). Pre-K – 2nd grade will head into the large yard (Samuel Seabury Park) where you will line up with your child by your class sign. Parents should escort and wait with their child until a teacher arrives.
- Teachers will arrive to greet students by 8:35am and will then escort children into the building.
- Late students will be held until a staff member can escort them to class. Late students will also require temperature screenings.

Dismissal

Pre-K - 2nd Grade at 1:45pm (Large yard)

3rd-5th Grade at 1:55pm (L shaped yard)

Dismissal details for all grades:

- **Only adults (18 yrs. and older) who you have authorized on the Emergency Card will be allowed to pick up a student, including siblings.**
- Parents/guardians are not permitted into the building at dismissal.
- You must be wearing a mask as per NYCDOE policy. The school will give you a mask should you arrive without one.
- Students will be dismissed to their same arrival spot either in the large yard or the L shaped yard.
- Please do not be late for pick up. Please wait for your child by their class sign and maintain appropriate distance from other families.
- Please do not ask to speak with teachers at dismissal, as they are required to be back in the building for mandatory remote office hours with students and families. Please reach out via their preferred method of communication (School CNXT, email, phone) should you have a question or concern.

Self-Dismiss Procedures: 5th Grade

5th graders are permitted to self-dismiss from school provided we have written consent on file. An email or phone call is NOT sufficient. Parents or legal guardians are required to submit a signed letter to give consent for their child to leave school on their own, **ONLY** at dismissal. Students may not self-dismiss early to attend appointments outside of school, i.e. a doctor. **Students who self-dismiss are not permitted to walk a younger sibling or family member home from school.** They do not replace a parent or guardian picking up another student. Exceptions will not be made. Families are encouraged to consider the readiness of your child as it pertains to self-dismissing and are encouraged to come up with a plan for when they leave school (i.e. go straight home, go to a neighbor's home). It is not advisable to allow your child to hang out on the playground unattended after school.

Early Release from School

Given the limited number of in person school days for any child this year, **we will not permit students to be dismissed early** unless there is a true emergency situation. If there is an emergency, please call school before you arrive and then again once you've made it to the building. Your child will be brought to the front door of the school—not to the corner, your car, etc.