

Harold W. Smith

Arrival and Pick Up Procedures

Arrival 7:45-8:15am

Dismissal 3:15-3:30pm



Car Rider Drop Off (Enter and Exit Parking Lot off of 63rd Avenue)

Cars must enter the parking lot off of 63rd avenue. Cars proceed after the stop sign to the right through the parking lot loop and then to the cafeteria entrance gates. Students must remain in the vehicle until directed to exit by a staff member. Staff will ask you to pull all the way forward before having your student get out of the vehicle. This will allow us to stagger students entering the cafeteria gates and allow for social distancing. Parents must remain in vehicles at all times and are not to park cars and walk students to the gate.

In order to minimize the number of people on our campus, all students being dropped off in a vehicle **must** use our designated drop off lane in the parking lot in front of the cafeteria. We appreciate your cooperation with this procedure and ask that you follow the instructions of any Harold W. Smith Staff member at all times.

Please remember, **no cell phone use** while you are in our car rider drop off zone. Cars may not park in the bus bay; this will block the flow of traffic. Thank you for adhering to this for the safety of our students and staff.



Bus Riders

Students that ride the bus to school will arrive at the bus bay, get off of the bus, and then use the **Front Gate Entrances** marked “Smith,” or “Coyotes.”

Walkers

Students that walk to school will use the **Front Gate Entrances** marked “Smith,” or “Coyotes.” Parents may walk students to school but are not permitted to enter school grounds or linger outside of the gates. This will allow us to minimize groups of people and will promote social distancing.

See photos below:

Smith Gate	Coyotes Gate
	

Dismissal 3:15pm

We will be using multiple gates for dismissal to minimize the number of students being in a given area at time and to ensure that social distancing can take place. See the map on page one.

Walkers & Walkers with Parents

Students that walk home from school will be dismissed to the grassy area in front of the front office. Parents may meet students at the grassy area in front of the school office, but will not be permitted to enter campus. If students walk home without a parent, they may do so as soon as they exit the gates.

Boys & Girls' Club

Students that attend the Boys & Girls' Club after school will be dismissed through our back field area through the back gate, which goes directly to the Boys & Girls' Club, where their staff will be waiting.

Car Riders

Cars must enter the parking lot off of 63rd avenue. Cars proceed after the stop sign to the right through the parking lot loop and then to the cafeteria entrance gates. Students will be lined up by grade level, socially distanced in front of the cafeteria car loading zone. Students will wait with their teacher to be called before entering their vehicle. We will be handing you a placard for your car window with your students' names and grades written on them. This will allow our staff with a megaphone to call for your students to come to your vehicle. Staff will ask you to pull all the way forward before loading your vehicle. Please remember, no cell phone use while you are in our car rider pick up zone. This is for the safety of our students and staff.

Bus Riders

Students that ride the bus home from school will wait in a classroom until their bus arrives. Students will then be dismissed by bus when their bus arrives.