



**Roslyn Elementary School
2018-2019
Parent Information
Arrival and Dismissal Locations**



For the safety (Roslyn **ROCKETS**) of all of our children I ask that you follow the procedures as designated below. These procedures were designed to ensure the most efficient and safe entry and exit procedures for all of our children. Your cooperation is appreciated.

Outdoor Arrival (nice weather) – *For our Kindergarten students please see other side!*

All students are to arrive no earlier than 8:30 due to supervision concerns. Room numbers are painted on the paved surface (basketball courts).

- **Walking Students (from Susquehanna Road)** -- Students walk past front doors of school to paved surface area.
- **Walking Students (coming from Johnston Ave.)** – Students walk behind building on sidewalk to paved surface area.
- **Bike riders** (Grade 3-6 only/ **helmet required**) – Students park and lock bike and proceed to paved surface area
- **Parent Drop-Off (Susquehanna Road)** – Enter bus loop. **Please continually pull forward.** *Students exit passenger side of car. **Driver should not exit car!*** Please give your child a kiss or hug before you get to school. You must **stop, drop, and move on** due to heavy traffic on Susquehanna. Please do not use the parking lot to drop off your students. Beware of heavy congestion between 8:45 and 8:55. This is especially true on rainy/cold/icy days and instrumental music days (Thursday and Friday).
- **Bus Students** – Dropped off in bus lane on Johnston Avenue. Students walk through the school building to front doors and out to the playground.

Indoor Arrival (rain/snow/ temperature below 32 degrees/ wind chill “real feel” below 20)

Look for yellow sign on office window indicating indoor arrival – Arrival 8:30-8:50

Grades K-4 sit in multi-purpose room.

Grades 5-6 sit in cafeteria.

Classroom signs are posted!

- **Walking Students (from Susquehanna Road)** -- Students enter front doors by office.
- **Walking Students (coming up Johnston Ave.)** – Students enter front doors by the office.
- **Bike riders** (Grade 3-6 only/ helmet required) – **not recommended!**
- **Parent Drop-Off** – Enter driveway loop off Susquehanna. Move forward to end of drive. Students are released and walk in building.
- **Bus Students** – Students enter doors by Johnston Avenue.

Dismissal

Walking Students (going home Susquehanna Road) -- Students leave by doors at the front of the building by office. (Staff escorts students to exit)

Walking Students (going home via Johnston Ave.) – First floor (Grades 1, 2, 3S & 3T) students exit the building by the cafeteria. They will walk down sidewalk towards Johnston. They can meet older siblings (grade 4-6) at the bike rack. **An adult does not need to take them from the property.** Grade 4-6 (and 3rd grade (Daubert) on 2nd floor) exit the building by the third grade classrooms (red picnic bench outside).

Parent Pick-Up -- Grades 1-6 exit building on Johnston Avenue by third grade classrooms. Parents using the loop must stay in their car and move forward in an orderly manner. Parents may also take students if they are parked on Johnston Avenue. No students are allowed to cross the driveway without parental/guardian supervision. **This means you need to be by their side.** Students need to use crosswalks if there is no adult picking the child up on school grounds. Please be aware that Johnston is one way between 8-4 on school days and to be cognizant of the fire hydrants (no parking), side streets and non-school traffic! ***These systems work only when everyone follows the same plan.***

Bus Students/Aftercare/YMCA – **Aftercare/Bus**: Wait in multi-purpose room for buses to arrive. **YMCA**: Meet YMCA staff in cafeteria (Staff escorts)

******In the event of extreme weather (lightning/ thunder) we will hold walking students until it is deemed safe to leave the building. Hopefully this will be very rare!**

Kindergarten Students

Please read carefully – all situations should be addressed

Arrival

(Kindergarten playground is the fenced play area closest to Susquehanna Road)

Outdoor Arrival – Students play in Kindergarten playground under supervision (parents/guardians remain outside of gate after week one).

Indoor Arrival – Students enter building with all other students and sit in multi-purpose room.

Parent Drop-Off (outdoor arrival with no parent waiting with child) – Please drop off your child using Johnston Ave. loop (there can be no leaving your car to wait with your child since buses also use this loop). You may drop off the kindergarten student by the kindergarten playground entrance!

Parent Drop-Off and Planning to Wait with your Child – Park on Johnston Avenue (school side of the street) **after the entrance to the loop (not in the loop)**. Walk with your child to the kindergarten playground entrance at the front of building on the Johnston Avenue side.

Dismissal

- **Bus Dismissal/YMCA After Care** – Students will be escorted to the gym (bus) or cafeteria (YMCA).
- **Loop Pick-Up (Parent Stays in Car)** – Enter loop off Johnston Ave. One staff member (Mrs. Herley) walks kindergarten students out to the bottom of the loop (near red picnic bench on far side of building on Johnston) to wait with the other students for parent pick-up. Typically K students exit building before bell (approximately 3:15) to minimize confusion.
- **Playground pick-up (Parent meets child outside kindergarten playground)**: Student will exit classroom doors to playground where parent is waiting. Parents park cars in parking lot on Susquehanna or **on** Johnston Avenue (**not in the driveway loop or on Johnston where the No Parking signs are!**). **This problem happens every year with new Roslyn School Kindergarten parents!**
- **Students meeting siblings or friends to go home** – Teachers will make sure students meet with friends at any of the locations above. Please write a note so that the teacher knows who and where the child is meeting. Typically these students pick up K students from classroom early in the year.



**Roslyn Elementary School
2018-2019
Primary Dismissal Location**



Child Name: _____ **Grade/Teacher:** _____

Each parent should determine a primary dismissal location. This is the “go to” exit the child should leave from school everyday. You may note specifics at the bottom of this page and updates/changes can be made with the teacher. Teacher needs to acknowledge a change before you can expect it to implemented (e.g. don’t send an email at 3:10 for 3:20 dismissal and expect us to see it). **Please check the location and have your child return this form on the first day of school!**

Different for First Day/Week? Write us a note at the bottom of the sheet!

Grades 1-6 Dismissal

_____ **Walker (going home Susquehanna Road)** -- Students leave school by main office (front doors).

_____ **Walker (going home via Johnston Ave.)** – Grade 1-3 (except 3-D on 2nd floor) students exit the building by the cafeteria/ playground. They walk towards Johnston. They may meet older siblings (grade 4-6) at the bike rack. **An adult does not need to take them from the property.** Grade 4-6 (and 3-D) students exit the building by the third grade classrooms.

_____ **Parent Pick-Up** -- Grades 1-6 exit building on Johnston Avenue (near Avondale). Parents using the loop must stay in their car and move forward in an orderly manner. Parents may also take students if they are parked on Johnston Avenue. No students are allowed to cross the driveway without parental/guardian supervision. **This means you need to be by their side.** Students need to use crosswalks if there is no adult picking the child up on school grounds. Please be aware that Johnston is one way between 8-4 on school days and be cognizant of the fire hydrants (no parking), side streets and non-school traffic! This system works well when everyone follows the same plan.

_____ **Bus Rider /Aftercare Provider/YMCA**

Kindergarten Dismissal

_____ **Loop Pick-Up (Parent Stays in Car)** – Enter loop off Johnston Ave. One staff member walks kindergarten students out to the bottom of the loop (near Avondale). Students wait with the other students (Gr 1-6) for parent pick-up.

_____ **Playground pick-up (Parent meets child outside kindergarten playground):** Student will exit classroom doors to playground where parent is waiting. Parents park cars on main lot on Susquehanna or **on Johnston Avenue past the entrance to the loop (not in the driveway!)**. You cannot leave your car before the loop entrance since cars back up onto Susquehanna and need to go around an unattended car.

_____ **Students meeting siblings or friends to go home** – Teachers will make sure students meet with friends at any of the locations above. Please write a note so that the teacher knows who and where the child is meeting. No kindergarten students walk home without a friend/sibling.

_____ **Bus rider/Aftercare Provider/YMCA** – Students go to gym (bus/aftercare) or cafeteria (YMCA)

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