

# ARRIVAL AND DISMISSAL INFORMATION

## CAR RIDERS

2020-2021 School Year



### Welcome back Doby Navigators!

For this school year, we will be taking extra precautions during arrival and dismissal in order to maintain as much social distancing as possible. As we begin these new routines, both arrival and dismissal will require far more time than usual. Expect longer than average wait times.

Additionally, due to current district guidelines for health and safety, parents will **NOT** be permitted on campus. At this time, parents will **NOT** be permitted to walk students to class at arrival, volunteer in classrooms, or eat lunch with students. Parent/teacher conferences and meetings will be held via Zoom by advance appointment only.

All students must wear face masks/coverings upon entering the school campus and social distancing guidelines are in place. Students who are transported by bus or daycare van must wear their face masks/coverings during transport.

Thank you for your continued patience this year as we try to adapt to the constantly changing landscape in education today. Our staff is working diligently to provide a safe and engaging learning environment.

### ARRIVAL

Gates open at 7:10 a.m. and close at 7:40 a.m. Prior to 7:10 a.m., supervision for students outside the gates is not provided. If you need on-site before-school care, please register your student with the H.O.S.T. program (fee based). More information can be found on the district website. You may also call the school's front office for more information or to drop off forms and payment (813-672-5388).

[https://www.sdhc.k12.fl.us/departments/101/h-o-s-t-before-and-after-care-programs/about/?utm\\_source=family-resource&utm\\_medium=web&utm\\_campaign=page\\_config&utm\\_content=resourcelink](https://www.sdhc.k12.fl.us/departments/101/h-o-s-t-before-and-after-care-programs/about/?utm_source=family-resource&utm_medium=web&utm_campaign=page_config&utm_content=resourcelink)

All students should be in class to start instruction promptly at 7:40 a.m. It is important that students are here on time each morning in order to maximize instructional time and minimize disruptions. Students that arrive to class after 7:40 a.m. will be marked tardy.

Breakfast is free and available to all students in Hillsborough County Public Schools in grades K-12. Students must pick up their breakfast prior to going to their classroom.

**Kindergarten and First-Grade Students** – For *Bus Riders, Daycare, Car Riders, Walkers, and Bike Riders* (see below), please have your student's name and the name of their teacher written on a piece of paper for arrival on each day during the first week of school. As they pass through the gate, we will have staff that can either direct or escort your student to the correct class.

**Car Riders** - Parents who are dropping off in the car line must stay in their car at all times, with the exception of Pre-K students (as required by law). Students will exit their vehicle at the designated drop-off points and must open the car door on their own (**patrols will not be available this year**). Students will walk through the front gate. A breakfast cart will be placed near the front arrival gate for students to "grab and go." Students will then proceed directly to class where they will eat their breakfast.

## DISMISSAL PLAN

Gates open at 1:55 p.m. Tuesday through Friday and at 12:55 p.m. on early-release Mondays. If you need on-site after-school care, please register your student with the H.O.S.T. program (fee based). More information can be found on the district website. You may also call the school's front office for more information or to drop off forms and payment (813-672-5388).

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**Early Sign-Outs** - If you need to pick up your student prior to the end of the school day, a parent or caregiver that is listed on the emergency card must arrive at the front office no later than 1:25 p.m. Tuesdays through Fridays and 12:25 p.m. on early-release Mondays. A staff member will check your photo ID either at the door or inside the front office. At times, parents and caregivers may not be permitted to enter the front office to wait per district safety guidelines for large groups. Your student will be called from their classroom to come to the office for pick up. Early sign-outs will **NOT** be permitted after 1:25 p.m. Tuesdays through Fridays and 12:25 p.m. on early-release Mondays.

**Severe Weather** - In the event of severe weather, all students will be held in class until the determination is made that it is safe for dismissal to begin. Severe weather is defined as thunder, lightning, hail, and/or driving rain. If there is a tornado warning in place, all students and staff will shelter in place. No dismissal will be permitted until the warning has been lifted. Early sign-out procedures will apply during severe weather (see above).

**Car Riders** - *Car Riders* will receive a *Car Rider* tag to be displayed from their rearview mirror or dashboard. This will be distributed during the first week of face-to-face instruction. If you need a new or additional car tag after the first week, you must go to the office with a photo ID to receive one.

Using the entrance off of Covington Garden Drive, turn in to the school and **turn right** to enter the *Car Rider* pick-up line. This is a one-way loop and it is important, for safety purposes, that everyone complies. Please be sure your *Car Rider* pick-up tag is prominently displayed in the front window of your car. If you do not have a *Car Rider* tag, you will be instructed to park your vehicle and go to the office to sign out your student with a photo ID.

Students will dismiss from their classrooms in order to prevent a large gathering of students. A staff member will call student names on walkie talkies and individual students will be dismissed. This will take much longer than in past years, so please be patient with us as we work through this new procedure.

*Please drive very cautiously through the car rider loop as many students are walking in that area.* When leaving the car rider loop, all vehicles **MUST** turn right onto Covington Garden Drive.

## DISMISSAL CHANGES

For the safety of your student, you must make a change in **writing** if you need to change your student's method of dismissal. Phone calls will not be accepted as well as any changes verbally relayed by a student. Temporary dismissal changes may be made by:

- Writing a note in your student's planner or on a separate piece of paper, including a signature that matches the photo ID of an individual listed on the emergency card.
- Sending an email from a verified email address (as listed on the emergency card and in our mainframe).

For permanent or long-term changes, an individual on the emergency card must come to the front office in person to complete a change of dismissal form.