

# HORIZON ACADEMY WEST FULL REENTRY --- 2/8/2021

## ONSITE LEARNERS: COHORT

- Daily Onsite- Monday-Thursday
- 7:40 am-2:20 pm daily
- Daily classroom instruction and Pullouts
- \*\*\*NEW: 2:20 pm Dismissal for all students (see below)
- \*\*\*NEW: 3:30 Optional Dismissal on need basis – See handbook and survey at : <https://forms.gle/s9GJG4FE6xfn4pqy9>
- Asynchronous (independent) remote learning 2:20-3:30 pm for most students.
- After-School CREW Program available at a fee for a maximum of 40 students– see website at hawest.net.

### ADDITIONAL INFORMATION

- Lunches will occur in the cafeteria (K-2) or outdoors (3-5) on a schedule to allow for disinfecting. No visitors on campus for lunch for the remainder of the school year.
- **Free breakfast and lunches for ALL students continue for remainder of school year.**
- Recess will be by classroom cohort in specific location.
- Possible return to Remote due to 4 cases or more in 2-week period or due to coverage because of staff illness (class by class)
- Remote days April 6-7 due to previously scheduled school-wide training
- 10 day Quarantine still possible for classrooms/school
- Remote Days for Vaccine Quarantine for Staff and affected class-Notice given in advance.
- Protocol changes below: temp checks on an as needed basis in class, 6 foot social distancing – when possible. This will impact the lunch room and classrooms with larger numbers of onsite students.

## 100% REMOTE LEARNERS

Dear families,

Remote learning will be greatly impacted by full reentry. Remote learning schedules will change as well as the ability to access your child's teacher. It will required increased ability to work independently. If you choose to remain remote, you must be able to adjust your child's schedule and adhere to the following:

- Remote learning Monday-Thursday 7:45-3:30 synchronous and asynchronous
- Core instruction provided by teacher during scheduled Zoom times. Students must attend at scheduled times if choosing remote.
- Connecting Remote Support/Instruction/Office Hours between 2:30-3:30 pm (teacher will provide exact schedule)
- Student attend pullouts at assigned times.
- Families may pick up REMOTE MEALS on Mondays between **9:00—10:30 am** through drive through at cafeteria doors.
- Follow remote learning protocols: Be dressed, be a participant, find a space to work and learn, ask questions for clarification
- No video links – must be able to participate in live sessions per teacher schedules.

\*\*\*Synchronous means with the teacher.

Asynchronous means independent activities assigned.

### Calendar

#### Week of April 5, 2021

**April 5: Holiday -No School**

**April 6-7 Professional Development for All Teachers/Asynchronous Learning at Home**

**April 8 –All Onsite Students on Campus Together**

## ON SITE PROTOCOLS

- Students and staff must wear 2-layer masks at all times. Students unable to wear masks due to health or behavior may choose to continue remote learning model. Students may be switched to remote model by admin if unable to follow protocols.
  - o Face shields may be used IN ADDITION to masks.
  - o Masks may not have vents.
  - o Gaiters are not permitted.
  - o It is encouraged that students have solid colored or patterned masks to limit distraction. This will be at the teacher's discretion. Students will be provided a disposable mask for the day when necessary.
- School uniforms:
  - o Due to the late reentry please abide by solid pants/skirts and solid color polos on Mondays through Wednesdays for the remainder of this year in lieu of our typical colors. Jeans or solid color pants and HAW school spirit shirt or solid polos on Thursdays.
- 6 feet social distancing when possible. Some classrooms may need to sit closer due to class size. Stay on floor markers while walking/standing inside the school.
- Increased hand washing by all. Increased sanitizing of surfaces by teachers and staff. Students may use soap and water and/or hand sanitizer. Please consider donating Clorox Wipes and hand sanitizer with 60% alcohol to classes.
- **All students must have water bottles.** Water fountains/sensor water bottle stations will be used to refill water bottles as needed. Bottles were purchased for all HAW students. Please label with child's name right away
- Staff and students are expected to self-screen (families assist students) each morning PRIOR to coming to work/school for the following symptoms:
  - o Fever or chills, cough, shortness of breath or difficulty breathing
  - o Fatigue
  - o Muscle or body aches,
  - o Headache
  - o New loss of taste or smell
  - o Sore throat
  - o Congestion or runny nose
  - o Nausea or vomiting, diarrhea
- Staff and/or students with symptoms will be isolated in our EMOJI room and sent home.
- Temperature checks of staff and students each day **as needed by classroom teachers.** Temperature of 100.4 or above will be sent home immediately. Students will be isolated as necessary in EMOJI room until they are picked up from school. No visitors /volunteers allowed except for assistance in coverage and approved by administration.
- The only food allowed for students to bring to school is personal lunch and snacks. Birthdays and other celebrations will not include food/treats. This will be a permanent shift to follow our school health and safety plan.

## CREW

- CREW students will be able to stay for study hall from 2:30-3:30 pm until CREW hours begin.
- Horizon will be providing limited spaces in the after school and Friday CREW program. Please visit the website for fees and more information at [hawest.net](http://hawest.net).

## PARKING/STUDENT DROP OFF AND PICKUP

- DROP OFF
  - o 7:40-8:00 am: Drop off in back in two rows once inside the gates. Wait for duty teacher to direct students to get breakfast.
  - o **Back gate closed at 8:00.** Must drop off at the front cafeteria doors for tardies after calling office
  - o 7:40-8:00 am: Front parking lot – park and walk students to social markers by cafeteria door to get breakfast and proceed to class. Lots of parking in the front.
- PICK UP
  - o 11:30 am – PreK at PreK playground
  - o 2:20 pm - Kindergarten 1<sup>st</sup>, 2<sup>nd</sup> and siblings – park and pick up in the front parking lot or street
    - Kinder families wait on social distance markers by PreK playground
    - First grade families wait on social distance markers by 1<sup>st</sup> grade doors near cafeteria
    - 2<sup>nd</sup> grade will dismiss from cafeteria front door. Parents wait on social distance markers.
  - o 2:20 pm 3<sup>rd</sup>-5<sup>th</sup> grade – Drive through in the back drive – remain in vehicles, pick up by field
    - 3<sup>rd</sup>-5<sup>th</sup> may request walk up parent pass from administration to pick up at social markers by office after all students are dismissed. Please have your child's grade and name on paper on dash board of vehicle.
  - o 3:30 dismissal – park and pick up at front cafeteria door at 3:30 on social distance markers.

Updated 3/12/2021

Horizon Academy West

*Home of the Bears*



Reentry Handbook

Spring 2021

## **Table of Contents**

- I. Welcome Back Letter**
- II. Reentry Plan Overview (see above)**
- III. Return to Remote Scenarios**
- IV. Asynchronous Days for Professional Development**
- V. Drop off/Pick up Procedures and Map-  
UPDATED**
- VI. Cleaning Procedures**
- VII. Emergency Drills**
- VIII. Attendance/Tardies**
- IX. Discipline**
- X. Water Bottles, Headphones/Chromebooks**
- XI. School Meals and Recess**
- XII. Masks, Uniforms, Bathrooms**
- XIII. CREW program**

Updated 3/12/2021



Spring 2021

Hybrid Update

Dear Horizon Academy West Community:

Horizon Academy West successfully implemented the Hybrid Reentry Plan on the week of March 8, 2021 after almost a full year into the pandemic. With the smaller class sizes, teachers and staff were able to provide instruction and social emotional support to students onsite as well as students remaining in remote learning. We appreciate everyone's effort in welcoming students back and venturing into hybrid learning.

On Monday, March 8, 2021, the New Mexico Department of Education announced that all public schools across our state will participate in full reentry by April 5, 2021. While this news comes as a surprise, Horizon Academy West is excited to have the opportunity to provide daily instruction in our 4-day school week to all students and families wanting to proceed to full reentry.

Our dedicated teachers will be tasked with continuing to provide instruction to students choosing remote while teaching double the onsite students daily. This is no easy feat and will look a little different in how we can provide both daily. However, onsite students will have increased access by attending all four days. Please review the changes in this handbook which explain the nuances in the new reentry plan.

Please note that this handbook is an addendum to our school handbook which has our full policies available. We do expect the full support of families in adhering to safety procedures in order for students to remain onsite. Thank you for your support and cooperation as we enter the next phase of reentry at Horizon Academy West.

Respectfully,

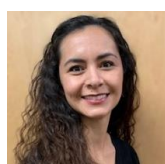
Fatima Mendoza

Interim Executive Director



Andrea Gallegos

FCEC/Dean of Students



## RETURN TO REMOTE SCENARIOS

While we are eager to open hybrid and give students the opportunity to return to campus in Monday-Thursday for full reentry, Horizon Academy West may return to remote learning under several scenarios in order to follow state guidelines. While we do not aim to inconvenience our families, we also have taken into consideration the necessary steps to keep our community safe. **We ask that all families have emergency contacts updated and ready to provide childcare should the following occur:**

1. **We will be closing campus after spring break for remote learning from March 29-April 7, 2021.** Quarantine after travel is not mandatory but recommended under state guidelines. Without our staff receiving full vaccinations, we believe this is the safest course of action. Should any students travel for spring break, we request that they quarantine and participate in remote learning for 10 days following any travel until the end of the school year. Four of the days after spring break will be asynchronous learning while our staff attends professional development training in structured literacy that is also a requirement of the state. Those asynchronous days will be March 29-30 and additionally on April 6-7, 2021.
2. **If there is a positive case in a cohort ( a classroom or a classroom in which a student attends after school programs), one or more classrooms may be placed into remote learning immediately following the notification of a positive case for 2 weeks.** Please have alternate arrangements for childcare should this occur. We may need to close a classroom, a grade level, or the school campus in this scenario. Remote learning would take effect immediately. A positive case can be a student, staff, or any individual spending an extended amount of time in a room.
3. **Lack of coverage/substitutes for classes due to illness/symptoms will send individual classes remote.** We will notify families as soon as possible to pick up students should we have coverage issues. We do have a plan to hire permanent subs to reduce the risk of missing coverage. If you are interested in getting a background check and applying for a permanent substitute position for the remainder of the year, please contact Angelica Baca at [abaca@hawest.net](mailto:abaca@hawest.net). She can direct you to our hiring company.

As per the State of New Mexico Public Education Department Question and Answer memo that we sent out to families a month ago, we may need move to remote learning if several staff are out and we are unable to cover the classrooms. Staff will work remotely on day of vaccine and next day if it falls on a school day. Class will be remote for the day synchronous or asynchronous on the follow up day.

## **Asynchronous Days During Remote Learning**

Asynchronous Learning occurs daily in remote learning. It is the time that a student is learning through technology, curriculum, and materials without the direct interaction of the teacher. Horizon Academy West has invested heavily through relief funds in acquiring technology software to assist in remote learning. Teachers have been allowed to provide asynchronous activities during conferences, when they will be out for 1-2 days, and when we provide professional development.

This year, a state statute was passed requiring all staff in public elementary districts and charters to be trained in structured literacy. Horizon Academy West was fortunate enough to acquire a grant to purchase the Linda-Mood Bell structured literacy program and professional development for our staff. We decided to use 4 days of the remote learning after spring break to provide the training rather than adding more remote days in April or May. During the remote learning after spring break, the students will participate in asynchronous learning on March 29-30 and April 6-7, 2021 while teachers participate in their training. Students will have their first day of full reentry (no cohorts) on Thursday, April 8, 2021.

First grade teachers are also participating in LETRS training through the NM PED and may be out a few afternoons to complete their training this semester and next year. These types of professional development contribute to the success of all students in our school.

Updated 3/12/2021

## **Horizon Academy West Drop-Off and Pickup Procedures Full Reentry Phase 2 April 8-May 27, 2021**

Parking Lot- Front parking lot is for parking only. Enter and exit in the direction of old drop off procedures (from South to north entrance of parking lot) and find a spot to park. Drive and exit to the north end after walking your child to the social distance path. We encourage parents to walk their child to the cafeteria door if using the parking lot for parked drop off for safety. Families may also park in the street adjacent to the parking lot and **use the crosswalks** to walk their children to the social markers.

Back drive- The back drive is for drive through drop-off for all students at the cafeteria doors in back and pick-up for grades 3<sup>rd</sup> -5<sup>th</sup> students. Please see guidance below.

### **Staggered Drop off (required by site visit) – Front or back for all students**

**7:40 am Drop off in Back**– Open to all families K-5<sup>th</sup>. PreK drops off at the front PreK playground area. Back Gates open as early as 7:15 am but cafeteria gates will not open until 7:40 to make sure students are not dropped off unsupervised. Although not available yet, we will bring back early drop off as soon as possible. We are working on a plan to use the field.

**7:40-8:00 am Drop off in Front (park):** Open to all families. Park and walk your child to the cafeteria door. PLEASE USE THE CROSSWALKS FROM AND TO YOUR VEHICLES. Model correct behavior for your students in the parking lot to keep them safe.

- Students pick up breakfast and walk to class.
- DO NOT BLOCK STAFF PARKING LOT AS THIS WILL DELAY DROP OFF FOR EVERYONE.

### **Drive through drop off in the Back Drive – available to K-5th**

- **7:40 am at back cafeteria door.**
- **Grab breakfast in cafeteria and proceed to classroom**
- **Temperatures checked in class as needed.**

### **Parking drop off in the Front- available to PreK-5th**

- **8:00 PreK at PreK playground**
- **7:40-8:00 front cafeteria door**
- **Must park and use crosswalks**
- **Walk students to social markers outside cafeteria doors**
- **Students grab breakfast on way to class**
- **Temperatures checked in class as needed**

All families dropping off in the front of the building will need to park and walk their student to a social distance marker on the sidewalk. PLEASE model safe behaviors and use the crosswalks at all times to and from your vehicles. Thank you!



Updated 3/12/2021

### **Staggered End of the Day Pick-up Procedures**

**11:30 AM – PreK onsite students pick up daily at Prek Playground**

**2:20 PM – K-2<sup>nd</sup> plus siblings Front parking lot only – Must park and wait on social markers**

- K students will release at the PreK playground to parents waiting on social markers by a staff member.
- 1<sup>st</sup> grade and siblings will be released at the 1<sup>st</sup> grade doors before the cafeteria by a staff member to parents waiting on the social markers.
- 2<sup>nd</sup> grade students will be release

**2:30 PM – 3<sup>rd</sup>-5<sup>th</sup> grade drive through pick up in back at field gate – stop at cones**

- Do not enter back parking lot until staff removes the orange cones at 1:40 pm so parking lot cars do not get blocked in. Gates will be open after students are safely on field.
- Please form 2 rows entering back drive for pick up and stop at cones.
- Families show color coded sheet sent home on first day of school to help us speed up finding students by grade/class.
- Families wanting to walk up and pick up older students may request a walking dismissal pass and pick up child at the office after all students are dismissed from the back.

**\*\*\*OPTIONAL 3:30 PICK-UP –**

- **Must fill out survey at by noon on April 1, 2021 to determine staffing needs.**
- Survey: <https://forms.gle/SKUy9DguYFM7cJBz5>
- **Field Time/Cafeteria Study Hall time**
- **Duty teachers**
- **Students will remain outside for recess and field activities from 2:30-3:30**
- **Gates reopen at 3:25 for 3:30 Pick Up**
- **No switching back and forth from pick up times**

**\*\*\*Appointments – early pick up for appointments is highly discouraged. Please keep student home for remote learning if they will not be able to attend the entire day. The only exception is if they become ill at school. Families will be notified to make arrangements to pick up their child immediately.**

**Families will not be permitted on campus without prior approval.**

**See map for further details. Thank you for your help. We hope that phase two is successful and allows us to consider return to normal when we no longer have a remote learning option.**

## **Cleaning Procedures**

### **Campus**

Horizon Academy West has a daytime and evening cleaning crew. They are each using cleaning logs to record all the areas that are being cleaned and sanitized using CDC approved cleaners. There will be a regular cleaning schedule for bathrooms throughout the day.

### **Classrooms**

Teachers will be using Disinfecting Wipes and a spray bottle of CDC approved cleaner to sanitize surfaces when students are not in the room. Please consider donating 1-2 containers of disinfecting wipes to your classroom teachers and therapists now that they are becoming more available at retail and wholesale stores again. Wiping surfaces is proven to greatly reduce the spread of viruses.

### **Playground**

The guidelines require that playground equipment be cleaned regularly with a minimum of two times per day. We will use disinfectants throughout the day on playground equipment when students are not on the playground.

Students will have two field days, 1 blacktop day and one playground area day for recess once or twice a day. They will interact with classmates for the remainder of the school year. Students will be encouraged to wash hands or use hand sanitizer before going out upon returning to the building. They will use shared

## Emergency Drills

We are required by the State of New Mexico to conduct one emergency drill per week upon the return to hybrid and 4 more until the end of the year. The first four include 2 fire drills, an evacuation drill, and a shelter in place/lockdown. The remaining 4 must contain 2 fire drills and 2 school choice. With the shortened year, we will be having a drill each week for most of the year in either or both cohorts.

### New Procedures – fire drills

- Teachers have ropes with 6-foot knots so that students are social distanced during outside drills and evacuations.
- Back wing of classrooms will line up at the back of the field.
- Front wing of classrooms will line up along the sidewalk closest to the street in two rows 6 feet apart where necessary or single file.
- Playgrounds/Recess move immediately to field.
- Teachers will show red/green folder. Any red folders will be for communication to locate a student that may be with a therapist or outside the classroom.
- Office staff – walkie talkies to communicate all clear or locate students.

### Evacuation Drills –

- Students proceed through the gate to the field. In a real emergency, proceed to the park across Bob McCannon Parkway.

### Shelter in Place/Active Violence Response

- Lock Doors, close blinds, no talking.
- Move students to a spot away from windows and doors and lay low.
- Active Violence Response additional: Per required staff training.

## Attendance/Tardies

### Absences

Throughout the pandemic, we have worked with families in providing the following four tiers of our attendance plan:

Tier 1: Universal Attendance: Students participated in daily activities, attendance activities, zooms, and other expectations of all students provided by the classroom teachers.

Tier 2: Teachers have reached out to families and provided alternate supports (engaging in evening or weekend activities, using email or apps to communicate attendance when it will happen differently for the week, providing extended timelines for engagement, etc.)

Tier 3: Teacher reaches out to administration and meetings with families to find additional supports. Develop attendance contracts. Reach out to school social worker. Provide information on New Mexico resource – Elevate New Mexico.

Tier 4: More than 10 absences excused or not excused. Meeting with family and reporting to the State of New Mexico for additional supports that may not be resourced through the school. Possible reporting to CYFD for educational neglect.

Although the state has changed some requirements to 5% and 10% instead of the 5 and 10 days, they are requiring 5- and 10-day letters to be mailed to families. Through the pandemic, this may be in the form of emails, standard mail, or other written communication. Please remember that we cannot do this alone. As we transition to hybrid, students will still have remote days to be accountable. We have tried to have leniency due to the many obstacles and challenges of the pandemic. The state still has statutes that we must follow in order to continue with accreditation and in order to ensure students are engaged in learning.

Please call the office at 505-998-0459 and leave a message with your name, your child's name, grade, teacher, and reason for absences. You will need to provide medical documentation on the 3<sup>rd</sup> day.

### Tardies

Students may arrive at the school as late as 8:10 through the cafeteria doors. After the doors close, you will need to call the front office at 998-0459 and meet the office staff at the cafeteria door to state reason for late arrival. AFTER THREE TARDIES, your child will be placed in remote learning. Students miss out on learning every minute that they are not in class. Help your child get the most out of their education.

### Early Dismissal

**No early dismissals are permitted.** Please keep your child home for remote learning if you have any appointments. They will not be counted absent as long as they participate remote for the day. The only exceptions are if a child becomes ill or a family member calls in with a specific emergency that must be approved by the office.

## **Discipline**

### **Onsite Discipline**

Student behavior expectations have not changed for onsite learning. The student handbook has complete guidelines regarding discipline matrix, bullying policies, and other disciplinary manners. You may contact Andrea Gallegos with any concerns or comments regarding discipline at Horizon Academy West. Referrals will be in effect for onsite behaviors.

### **Online Discipline**

Teachers and staff will immediately contact families if there are any inappropriate behaviors present in the zoom videos. Teachers have reviewed norms with all students regarding dressing for class at home, setting up a work space, and using video etiquette. Families will also be notified if there are distractions, inappropriate language or music, or adult behaviors seen on cameras. Teachers will invite our Dean of Students if deemed necessary. Students may lose video and audio privileges if they have difficulty following norms for the remote class.

### **Social Emotional**

Horizon Academy West understands there may be significant loss for students in the area of social/emotional behavior. Staff will work daily to check in on the well-being of students and provide a positive environment for all students to learn. We understand that students may be excited and nervous about returning to school with different procedures in place. Together, we will make reentry a success for all.

Our social worker, Donna Gallegos, will work with staff and students to learn new strategies for supporting social emotional development. Please reach out to your teacher if you need support for your child.

## **Water Bottles**

All students need to bring water bottles from home. Water fountains are only permitted to refill bottles as per state guidelines. We will provide cups for the day for students that do not have their water bottles. We have purchased a water bottle for each child. Please make sure your child's name is clearly marked on each of their water bottles.

## **Headphones and Chromebooks**

Please keep chrome books and devices at home for remote days and for evening studies. Students will be provided a device for school use in each classroom. Please keep a pair of headphones in your child's backpack to use at school. They will be sent home daily in case students need to use at home as well.

## **School Meals and Recess**

All school meals will remain free for the remainder of 2020-2021 school year. We will continue to have a week's worth of remote meals through drive through at the cafeteria doors each Monday from 9-10:30 am. We have adjusted the schedule to allow for the cafeteria staff to prepare for onsite school lunch.

Students will pick up breakfast in the cafeteria as they are dropped off before they get their temperature check and then proceed to the classrooms.

Students will have recess first during hybrid and then enter the cafeteria to wash their hands and sit in their assigned seats with social distancing in the cafeteria. Students may ask to use the first-grade wing bathrooms if needed at lunch. Touchless water bottle refill stations have been installed at our 4 water fountain locations inside the buildings.

Students may take their water bottles outside and to lunch. Please send water bottles daily with your child's name clearly marked on them.

Teachers/staff will walk students to the designated playgrounds each day where a duty teacher will be assigned to the area. Students will be dismissed from play areas one section at a time and wait on social distance markers to enter the cafeteria or at the outdoor eating area.

Teachers/staff will pick up students after lunch at the interior doors by the first-grade classrooms to return to class.

## **Pull Outs (PE, Art, Computer Lab, Library)**

Pull outs will resume on campus through a daily schedule. Library book checkouts will look differently. More information will be sent home from our librarian.

## **Bathrooms**

First through fifth grade students will be sent to the bathroom one girl and one boy at a time with hall passes from the teachers. Bathrooms have 3 hooks on the outside. If one is available, the student may hang their pass and enter the bathroom. If a hook is unavailable, students will wait on a social distance marker near the bathroom for a turn to enter. Teachers will model and teach new procedures. PreK and Kindergarten have their own bathrooms in their classrooms.

## **Uniforms**

Due to the limited availability of uniforms at this time of year, Monday and Wednesday uniforms will be solid color bottoms (no jeans) and solid color polos (any color). Tuesday and Thursday will be jeans or solid color bottoms and solid color polo tops or Horizon Academy West spirit shirts.

## **Masks**

All persons on campus, adults and children must wear masks at all times when others are present. The mask restrictions and acceptable choices are as follows:

- 2 layers or more cloth masks
- Medical masks
- Disposable masks
- No gaiters
- No masks with vents

Additionally, we encourage solid color or pattern masks. Any inappropriate or distracting images will not be allowed and replaced by a disposable mask at school per teacher's

Updated 3/12/2021

discretion. Three documentations of inability to wear masks or not follow mask guidelines after communications with family will send the student to remote learning for the remainder of the school year.

## **CREW Program**

Horizon Academy will offer limited spaces in the after-school CREW program at a fee for students that need to stay until 6 pm daily and/or on Fridays from 7:30-6:00 pm. This is available for the days the students are required to be onsite in their general education cohort (A or B). Please contact Jennifer Lacey, CREW program manager, with any questions at [jlacey@hawest.net](mailto:jlacey@hawest.net). Or visit the survey at:

### **Fees**

The following are the associated fees:

2 day after school only (Monthly payment of \$95)

2 day after school and full day Friday (Monthly payment of \$150)

Full Day Fridays only (Monthly payment of \$90)

These are extremely low fees and will need to be paid in full regardless of attendance in order to keep the program running. Please check with Ms. Lacey for any additional information.

Please go to our website at [hawest.net](http://hawest.net) for more information or click this link for the survey to be put on the priority list for the program.

<https://forms.gle/Tu7us45oRoxMhEjp9>

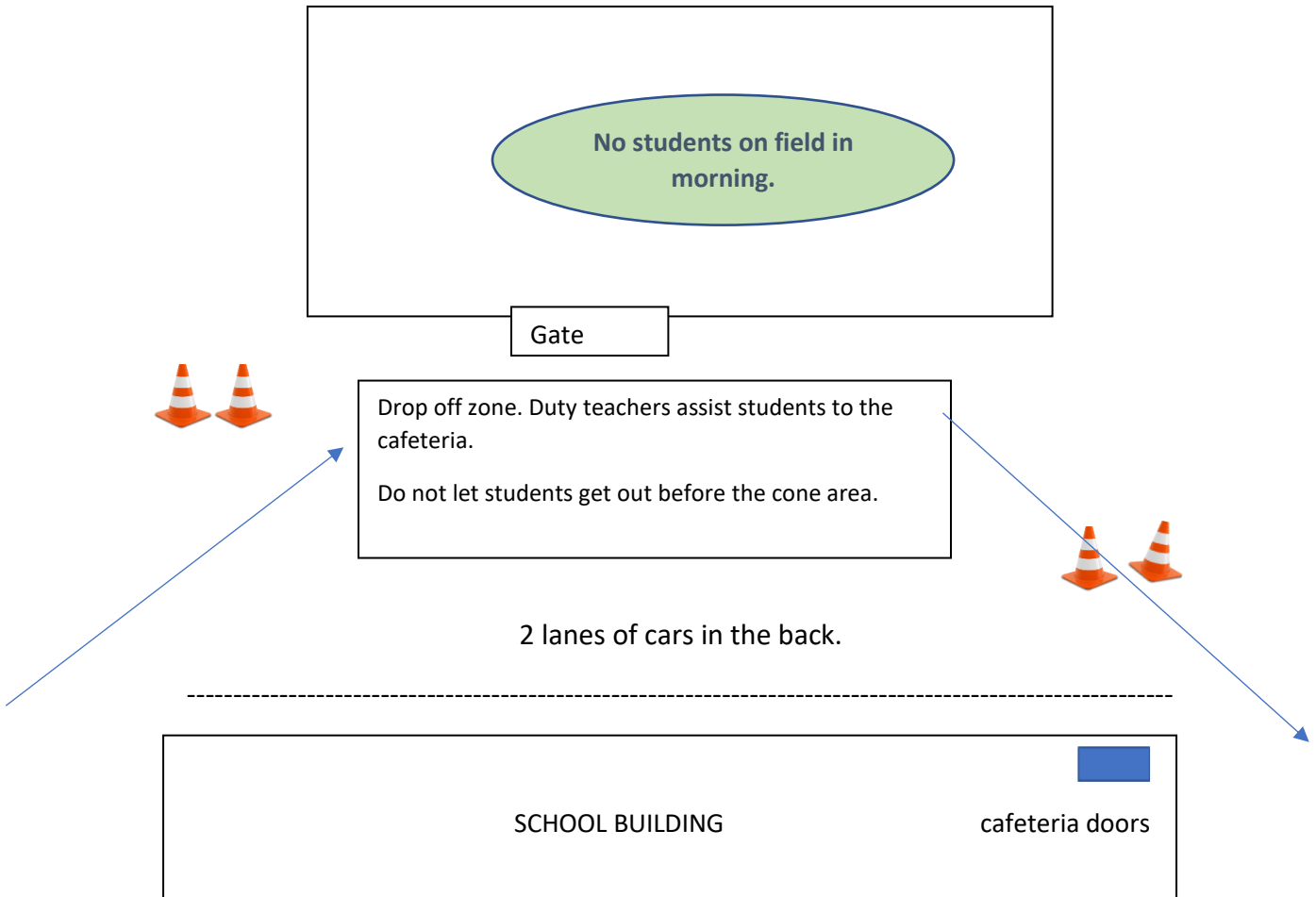
Students will be in separate cohorts for the afterschool program and have assigned seating to assist in contact tracing.



## PARKING LOT DROP OFF AND DISMISSAL MAPS

### Back Drop off Map

7:40-8:00 am K-5 Students

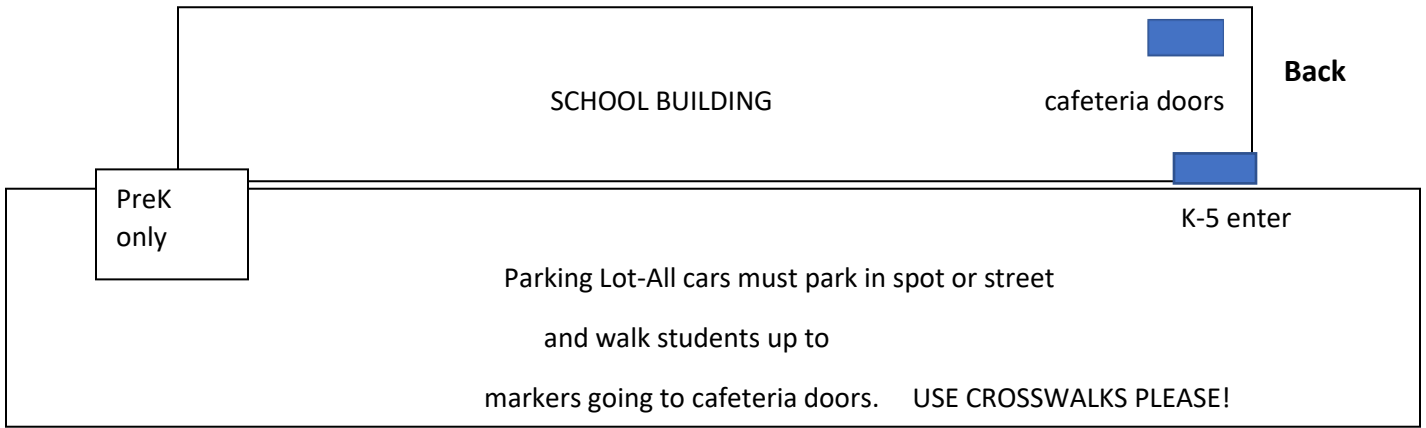


Updated 3/12/2021

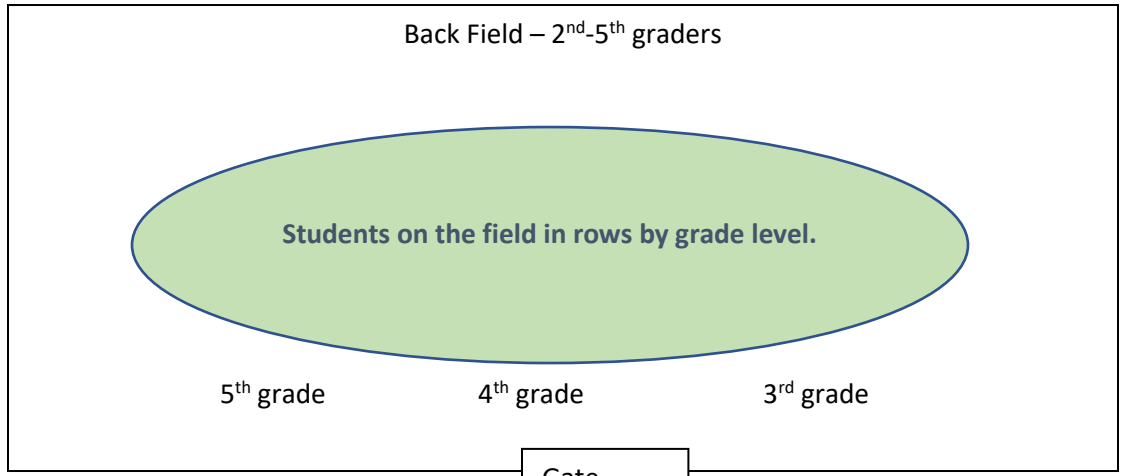
**Front Drop Off Zone -Parking Zone**

**8:00 am -PreK at PreK playground**

**7:40-8:00 – K-5<sup>th</sup> at cafeteria door**



### Dismissal Map

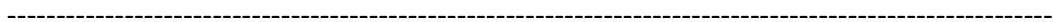


Pick up zone. Duty teachers get student names and get them from field/class spots. Cars display colored dismissal paper on dash.



2 lanes of cars in the back.

### Back Dismissal Zone



### Front Dismissal Zone

