

St. Peter's Afternoon Dismissal Pick-up for 2014-15

Staggered Dismissal

The text and map below describe options and policies regarding our staggered afternoon dismissal. We ask that parents please fill out the dismissal location check off form and give it to the main office or to their child(ren)'s teacher(s) by Thursday, August 14, 2014. (Parents of Junior Kindergarten students with no older siblings at St. Peter's do not need to fill out the form. They should make their dismissal arrangements directly with the JK teachers.) If parents wish to make a change in their child(ren)'s dismissal arrangements during the school year, we ask that parents inform their child(ren)'s homeroom teacher or the office staff of the desired change. If parents have questions or comments regarding afternoon dismissal pickup policies, we request that they please contact John Bell, the art teacher and traffic committee chair.

Junior Kindergarten Dismissal – 11:15 to 11:30

JK students who are enrolled in the half-day program are dismissed between 11:15 and 11:30 through the back door of the JK area. Parents may park in the 5th Street lot adjacent to the JK area. (During our dismissal process, this is the only time that parents are permitted to park in this parking lot.)

Junior Kindergarten Dismissal – 2:15 to 2:30

JK students with no older siblings at St. Peter's are dismissed through the back door of the JK area. (That exit is on the 5th Street side of the building.) Parking is available in the church parking lot, the rectory parking lot, or parking spaces on nearby streets. JK students with older siblings at St. Peter's have the option to be dismissed through the back door of the JK area or to be dismissed with their oldest sibling at the time and location of their oldest sibling's dismissal.

K-5th Grade Dismissal – 2:40 to 2:55

The K – 2nd graders who do not ride with older (3rd – 8th grade) students may go to drive-up dismissal through the Brother Patrick primary exit. This should be the fastest way to get your children and go because only JK – 2 will leave from this exit. Children will wait in the primary hall to be called for loading. Cars will enter Brother Patrick Drive from 5th Street and exit the school by turning left onto 4th Street. (Please see the traffic pattern map below.) There will be NO WALK-UP dismissal at this exit. If you are using the Brother Patrick drive-up, please make sure to have a large sign with your last name visible to the staff members on duty. Please leave the sign in your window until you pick up your child(ren).

K – 2nd graders with no older siblings may also be picked up by walk-up dismissal from the 4th Street cafeteria exit.

K – 2nd graders who ride with 3rd – 5th graders and ALL K – 5 walk-ups will go to the cafeteria for dismissal on the 4th Street drive-up or walk-up. The line of vehicles in the 4th Street drive-up line should begin in front of the cafeteria and extend westward on 4th Street. (Drivers should enter the 4th Street drive-up line at least one block west of the school, in order to avoid cutting in front of drivers who are already in line.) **Only K–5 drivers are allowed on the 4th Street section of the school block between 2:40 and 2:55.** Students who ride in the Afterschool vans will go to the cafeteria for dismissal through the Beech Street doors. The vehicular traffic pattern for exiting the St. Peter's area is shown on the map at the end of this document.

The K-5 students who ride with middle school siblings will wait in a supervised primary or intermediate school classroom. They will be escorted to the cafeteria at 2:55 for dismissal with the middle school.

If you are using the 4th Street drive-up, please make sure to have a large sign with your last name visible to the staff members on duty. Please leave the sign in your window until you pick-up your child(ren).

If you wish to walk up to the 4th Street cafeteria doors to receive your child(ren), please park in either the Church or Rectory parking lots, or in legal parking spaces along the Church block of 4th Street or the Rectory block of Beech Street. For your safety there will be a traffic director/crossing guard at the intersection of 4th and Beech Streets during both dismissals. Please do not park in the gravel lot across from the school for dismissal walk-up.

End of K – 5 Dismissal

When the 2:55 bell rings, the cafeteria exit doors will close. Any K-5 students who have not been picked up at that time will be sent to Afterschool. If there are still K-5 cars or walk-up parents in line at 2:55, their children will be dismissed before we close the doors. Between 2:55 and 3:00 middle school faculty will take over the cafeteria dismissal operation. The Brother Patrick dismissal exit will close for the afternoon at 2:55 (or when the last car in line is loaded) and the remaining JK-2 children will be sent to Afterschool.

Dismissal of Middle School Students and Their Siblings - 3:00 to 3:10

Middle school students and their younger siblings will be dismissed through the cafeteria from 3:00 until 3:10 (or until the last parents waiting in line have received their children). Parents may use the 4th Street drive-up or cafeteria walk-up to receive their children.

Middle school parents should wait until 2:55 to get into the 4th Street drive-up line so that they do not interfere with the earlier K-5 dismissal. Middle school drivers who wish to arrive early and form a line on 4th Street prior to their dismissal should begin lining up on 4th Street west of Sycamore Street. (Please

see the map below for street names in the school area.) At 2:50 this line of early cars may advance to a sign which reads “Middle School Line Starts Here”, which is located in the middle of the block just west of our school (between Brother Patrick and Sycamore). At 2:55, or when the first dismissal traffic has cleared the area, the traffic director at the Brother Patrick Drive and 4th Street intersection will signal waiting middle school drivers to move their line to the front of the school. (Drivers should enter the 4th Street drive-up line at least one block west of the school, in order to avoid cutting in front of drivers who are already in line.)

On half days, we request that middle school/second dismissal drivers wait until 11:55 a.m. to line up at the “Middle School Line Starts Here” sign. At 12:00 noon or when the first dismissal has finished, middle school/second dismissal vehicles will be waved through to the school block by our traffic director.

At 2:55 the JK-5 students who are waiting in the Primary or Intermediate classrooms for middle school dismissal will be escorted to the cafeteria by teachers on dismissal duty. For security reasons and for the dismissal staff supervision change, the cafeteria doors will close at 2:55 and reopen at 3:00. **No middle school student will be dismissed during the 2:40 – 2:55 K-5 dismissal.**

If no middle school students use Afterschool buses, the Beech Street exit will remain closed. The vehicular traffic pattern for exiting the St. Peter's area is shown at the end of this document. If there are still cars or walk-up parents in line at 3:10, their children will be dismissed before we close the doors. Once the cafeteria exit doors are closed, remaining middle school students and any younger siblings will be sent to Afterschool.

If you are using the drive-up, please make sure to have a large sign with your last name visible to the staff members on duty. Please leave the sign in your window until you pick-up your child(ren). Please follow staff members' instructions at all times for the safety of everyone.

If you wish to walk up to the 4th Street cafeteria doors to receive your child(ren), please park in either the Church or Rectory parking lots, or in legal parking spaces along the Church block of 4th Street or the Rectory block of Beech Street. For your safety there will be a traffic director/crossing guard at the intersection of 4th and Beech Streets during both dismissals. Please do not park in the gravel lot across from the school for dismissal walk-up.

We ask drivers of both first and second dismissal vehicles to avoid stopping beside and parking beside vehicles that are parked along 4th Street, because this will obstruct traffic flow. Before advancing around a parked vehicle, drivers should make sure that there is sufficient space for them to stop beside the curb in front of that parked vehicle. Also, please avoid stopping in front of our neighbors' driveways.

