

Hidden Hollow Elementary Arrival and Dismissal Plans

ARRIVAL: All students (including day care and district bus riders) should be dropped off at the cafeteria doors. Supervision begins at 7:30 a.m. for children eating breakfast. Any student arriving after the 8:05 tardy bell should report to the receptionist to gain access to their classroom. Students will be considered absent if not in attendance at 9:45 a.m. Students arriving after 9:45 a.m. must report to the front office receptionist for an Admit Slip.

DISMISSAL: For the safety of our students and staff, please review and follow the dismissal plan below.

1. All car riders are dismissed on the cafeteria side of the building. To facilitate the efficient flow of traffic through the parking lot, please follow the pattern on the map below. Please display your carpool sign until your child(ren) are placed in the car.
2. In the case of inclement weather (i.e. heavy persistent rain, lightening and/or thunder, freezing temperatures, etc.) all students will be dismissed from inside the building. Parents who walk up to the building are asked to go to the appropriate grade level doors on the back of the building. Bikers and walkers will not be released if the weather improves until after all cars have cleared the car rider line.
3. Please make sure that your child has a plan in place for days when the weather precludes them from walking or biking. Students must have a local contact who can pick them up at 3:30 in the event of inclement weather.
4. To facilitate student safety at dismissal, students are dismissed at the following locations at 3:20 PM:
 - Bus Riders & Day Care Riders – front doors
 - Car Riders (must be assisted by patrols into a car in the car line) – cafeteria doors
 - Bike Riders & Walkers (including those who walk to parked cars) – teachers escort out back doors

Students are not allowed to walk between cars, through the parking lot, or to cross the street without an adult escort. **Students will only exit through the cafeteria doors if they are getting into a car in the car rider line. Students who are called out to walk home or to parked cars will exit through the back doors by the bike racks.**

Parents will not be signed in through the security vestibule during arrival or dismissal unless they have official school business.

We appreciate your cooperation with our arrival and dismissal procedures. We all must work together for the safety of our students.

