

## ARRIVAL AND DISMISSAL PROCEDURES

### Arrival to School:

- School doors will open at 8:20. Student drop-off takes place between 8:20-8:42.
- **Students may not congregate on school grounds prior to 8:20, nor is there supervision for students prior to that time.**
- Students should be in the classroom by 8:45.

In order to social distance, three separate entrances will be used during student arrival. School staff will monitor the arrival of students outside of the school and in hallways. We appreciate your cooperation with school staff.

**WALKERS** will utilize the sidewalk alongside the gym and enter through the playground doors into the Commons.

**BUS RIDERS** will enter through the bus doors (K-2) and Commons door (3-5). Buses will be unloaded one at a time. The bus parking lot off Eagles Nest Drive is for bus traffic only. There is no parking or student drop-off permitted in this area.

**CAR RIDERS** must stay in their car until released by attending staff members, beginning 8:20. Once released, car riders will enter through the front doors of the school. When using the carline, please pull forward as far as possible until all cars come to a complete stop. The first car in the line must pull forward all the way to the flagpole.

### Dismissal from School:

Dismissal will begin at 3:05 and run until 3:30. ALL students must be picked up by 3:30.

**BUS RIDERS** will exit through the bus doors. To reduce the number of students in the hallway, bus numbers will be called one at a time. The parking lot off Eagles Nest Drive is for bus traffic only. There is not parking or student pick-up in this area. Questions about busing can be directed to Community Bus Service at 614-486-4180.

**WALKERS** will dismiss from four different exits to eliminate large groups of students in one area. Waiting areas will be clearly marked with yard signs and will be on all four sides of the building. Students walking home in groups will meet at the site of the YOUNGEST student in the group. **Parents/guardians meeting students from more than one grade will gather at the site of the YOUNGEST student.** Waiting areas will be clearly marked with yard signs and will be on all four sides of the building:

**Kindergarten** – Patio outside of Commons

**First Grade** – Sidewalk along the field between rooms 101-105

**Second Grade** – Sidewalk along the field between rooms 115-119

**Third Grade** – Sidewalk outside of gym doors marked B2 and B3

**Fourth Grade** – Sidewalk along the field between rooms 107-111

**Fifth Grade** – Sidewalk outside of Exit A2

**CAR RIDERS** will exit through the front doors. The carline will run from 3:05-3:30. We cannot have vehicles arriving before **3:00**. Arriving early not only blocks the fire lane, but causes significant issues for delivery trucks and backs traffic up in a residential neighborhood.

**BIKE RIDERS:** Students must walk their bicycles at all times while on school grounds, on sidewalks surrounding the perimeter of the school, and when crossing any street. Bicycles must be parked in our student bike rack and locked. Students are to provide their own locks. Bike riders will be dismissed with the walkers.

## THE JES CARLINE

In order to utilize the carline, a student dismissal card is required. Two copies of dismissal cards are included in this packet. Extra cards can be requested by calling the school office. Students will **only** be released to a vehicle if the dismissal card is in view. The pick-up card should be in clear view to staff until the child is safely in the car.

- Using the established traffic pattern, enter the carline at Blueberry Hill
- Pull forward as far as possible until cars come to a complete stop. The first car in the line must pull forward all the way to the flagpole.
- Staff will direct students to/from cars, allowing the child to load/unload along the sidewalk into the passenger side of the car. Students need to independently enter/exit the car. Students may not cross in front of or behind cars in the carline.
- Drivers must remain in the vehicle when using the carline. Drivers are asked to make use of a parking space in the front lot if there is a need to exit the vehicle.
- Drivers will wait until the car in front of them is loaded to exit the carline. (For the safety of all, drivers may not pass a stopped car unless directed to do so by a staff member).

Please review these arrival and dismissal procedures thoroughly with your child and **anyone** that will be dropping off or picking your child up to/from school. The procedures have been designed to ensure the safety of all students at our school. Your patience, courtesy, and willingness to work with the school will assist us in well-organized and safe arrival and dismissal. Expect delays in the first week of school as routines take time and practice.

### JOHNSTOWN ELEMENTARY SCHOOL TRAFFIC PATTERN FOR STUDENT DROP OFF/PICK UP

In order to provide for the safest and most orderly drop off, and pick up, of students to the Johnstown Elementary School, those driving students to school will need to adhere to the following traffic directions:

**PLEASE ABIDE BY ALL POSTED SPEED LIMITS AND WATCH CAREFULLY FOR CHILDREN WHO ARE WALKING TO AND FROM SCHOOL. JOHNSTOWN ELEMENTARY SCHOOL IS LOCATED IN THE CENTER OF A HOUSING DEVELOPMENT AND WE ASK THAT YOU RESPECT AREA HOMEOWNERS BY KEEPING YOUR SPEED OF TRAVEL WITHIN ESTABLISHED LIMITS AND NOISE LEVEL DOWN.**

#### **From State Route 37 (Main Street)**

Enter from SR37 via Leafy Dell Road and travel to Parkdale Drive.

Make a **right turn** onto Parkdale Drive - **RIGHT TURN ONLY DURING RESTRICTED HOURS (8:15-9:00 AND 2:45-4:00)**.

Take Parkdale Drive around to Blueberry Hill Road.

Turn Left onto Blueberry Hill Road into our campus.

Follow Blueberry Hill Road around to the main entrance doors (PULL FORWARD AS FAR AS POSSIBLE TO THE FLAG POLE)

Exit straight out the main entrance back onto Leafy Dell Road and out to State Route 37.

#### **From Croton Road**

Enter from Croton Road onto Eagles Nest Avenue.

Make a **right turn** onto Parkdale Drive- **RIGHT TURN ONLY DURING RESTRICTED HOURS (8:15-9:00 AND 2:45-4:00)**.

Take Parkdale Drive around to Blueberry Hill Road.

Turn Left onto Blueberry Hill Road into our campus.

Follow Blueberry Hill Road around to the main entrance doors (PULL FORWARD AS FAR AS POSSIBLE TO THE FLAG POLE)

Exit straight out the main entrance where you can take either Leafy Dell Road out to State Route 37, or you may turn right onto Parkdale Drive to Eagles Nest Avenue and out to Croton Road.

- **THE LEAFY DELL ROAD ENTRANCE (FRONT ENTRANCE OF THE SCHOOL) IS RESTRICTED DURING STUDENT DROP OFF/PICK UP TIMES (8:15 AM – 9:00 AM AND 2:45 PM-3:30 PM). ENTRANCE TO THE SCHOOL CAMPUS USING MEADOWBROOK DRIVE AND EAGLES NEST AVENUE IS PROHIBITED.**
- **PARENTS ARE PROHIBITED FROM PICKING UP AND DROPPING STUDENTS OFF ALONG PARKDALE DRIVE BY ORDER OF THE JOHNSTOWN POLICE DEPARTMENT. ADDITIONALLY, NO CARS MAY BE PARKED WITHIN 30 FEET OF ANY STOP SIGN.**
- **THERE IS A FOUR WAY STOP AT THE ENTRANCE OF THE SCHOOL AND PARKDALE DRIVE. DRIVERS MUST STOP AT THE FOUR WAY STOP. PEDESTRIANS HAVE THE RIGHT OF WAY. BY LAW, SCHOOL PERSONNEL MAY NOT DIRECT TRAFFIC AND ALL CARS MUST STOP AT THE FOUR WAY STOP.**