

# **Peabody Arrival and Dismissal Procedures**

## **Student Morning Arrival Schedule - All Arrivals at the 5<sup>th</sup> St NE Entrance**

- **7am- 8:30am:** Before care (for students enrolled in a program)
- **8:30am- 8:45am:** School day arrival
  - Caregivers can walk their child to the classroom door.
  - Breakfast is available and free to all students. Late arrivals will be offered breakfast.
- **After 8:45 students are considered late.**
  - Caregivers must sign the *Tardy Book* (located on the desk in the main lobby) and walk your child to the classroom.

## **Dismissal: 3:05pm- 3:15pm**

- Students will be escorted by their teachers to the blacktop.
- Caregivers will sign students out before retrieving them from the line.
- Students participating in aftercare will be transitioned directly from their class to their designated after care location.

## **Inclement Weather Dismissal**

- During inclement weather, students are to be picked up directly from the classroom at dismissal time. Caregivers will be allowed into the building to sign their child out at the classroom door.

**\*Students may only be signed out by individuals who are listed on the emergency contact list, release sheet, or through direct communication with the school.**