



## Drop off and Pick Up Procedures

### Riverview School

#### Riverview Morning Drop off:

**Riverview Main Building (K-3):** Parents will drop off the students at Gardner Field entrance at **8:30 am**. There will be staff to show students which doors to enter from. The K and 3<sup>rd</sup> graders will enter from the stairwell entrance and 1<sup>st</sup> and 2<sup>nd</sup> through APR. Students will go directly to their classrooms. Please remind students to wear their face covering and to use social distancing. Please work with your child to learn how to exit and enter the car safely and efficiently. Please do not pull out in front of other cars, wait for the cars in front of you to exit, as this may create a dangerous situation. Do not exit the car.

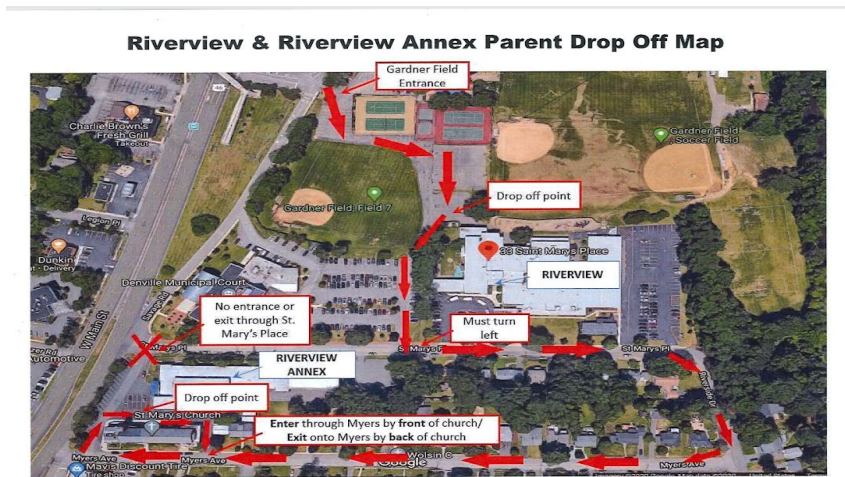
**Riverview Annex: (RVA) (4 &5)** Parents will drop off their child at front of RVA from Meyers Ave. Once a student is dropped off parents then exit behind church back onto Meyers. NO cars will be permitted to drop off or pick up from St. Marys Place. If you have a student that you dropped off at Riverview, then when exiting the municipal lot, you must make a LEFT only at St. Mary's Place and go to Meyers to drop off at RVA. Please do not pull out in front of other cars, wait for the cars in front of you to exit, as this may create a dangerous situation. Do not exit the car. A teacher or aide will be assigned to the door at **8:30am**. Students will enter through the front of the buildings and proceed directly to their classrooms. Please remind students to wear face covering and use social distancing.

**Buses:** Only school buses will enter the main parking lot during morning entry 8:25am – 8:45 am and afternoon dismissal 12:20-12:45 pm. Buses will drop off students at RV North Lot and in front of Riverview

Annex. Please yield to buses. Students must wear face coverings on the bus and use social distancing.

## Dismissal:

Dismissal Procedures will follow the same as arrival parents drop off at RV by Gardner Field and at RVA by Meyers in front of the church. No parents can pick up at RVA through St. Marys Place.



Any change in dismissal must be provided in a written note to the school that day.

Students must be in school by 8:40am. School begins at 8:40am and dismissal occurs at 12:40 pm.

# Lakeview School

## Drop Off (7:55-8:15)

### **Kindergarten / 1st Grade / 2nd Grade Drop off at Flag Pole Doors at Lakeview**

- Cars enter campus and drive up and around the top lot. Then, pull alongside the building for drop off.
- Staff will be present to guide and support the children.
- Children **MUST** exit car on passenger side only



If Car has students in both K/1/2 and 3/4/5, they may drop off at Flag Pole doors

### **3<sup>rd</sup> Grade / 4th Grade / 5th Grade Drop off at Birch Run**

- May drop off on Birch Run by entrance to Lakeview.
- Will walk to the building and enter in Gym doors (Grade 4 5) or the Cafeteria doors (Grade 3).
- Children **MUST** exit car on passenger side only



## Pick Up (PK-2 at 11:55, 3-5 at 12:10)

### **Parent/Guardian Pick Up**

- There will be two locations for pick up. If you have children in both the lower grades (K, 1, 2) and the upper grades (3, 4, 5), all the children will go with the K, 1, 2 group and can be picked up at the main entrance.

**Grades K, 1, 2 - MAIN ENTRANCE - 11:55**

- Parents/Guardians may line up outside the main entrance of the school.
- Staff will greet you at the door and retrieve your child(ren).
- Parents/Guardians may not enter the building.
- Please be prepared for inclement weather.

**Grades 3, 4, 5 - GYM DOORS BY CAFETERIA - 12:10**

- Parents/Guardians may line up outside of gym doors by the cafeteria.
- Staff will greet you at the door and retrieve your child(ren).
  - Parents/Guardians may not enter the building.
  - Please be prepared for inclement weather.



# Valleyview Middle School

**Drop Off:** All vehicles must enter Muriel Hepner Park using the driveway opposite the Valleyview School Driveway. Vehicles must pull all the way around toward the exit of the park. Your student must exit the passenger side of the vehicle. Students are to walk on the sidewalk towards the crosswalk. Parents please instruct your student NOT to walk in the driveway area or on the road. Students may begin entering the building at 7:20.

No parent should drive up the school driveway to drop off their student in the school parking lot.. DO NOT PARK OR STOP ON DIAMOND SPRING ROAD AND ALLOW YOUR STUDENT TO EXIT THE VEHICLE. The safety of our students traveling to and from school, as well as during school hours is our top priority.

**Valleyview Pick Up Afterschool** All student pickups are at Muriel Hepner Park- no vehicles are permitted in the school lot.

Other- The Muriel Hepner lot has been paved by the town