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ARRIVAL AND DISMISSAL PROCEDURES

Arrival

Divine Redeemer serves as the hub for the buses that transport students from Divine Redeemer, St. Charles, and Zion. This means that seven buses will arrive at Divine Redeemer each morning and afternoon.

Each morning the buses will proceed to the east parking lot to transfer the St. Charles and Zion students to be shuttled to their respective schools. Divine Redeemer students will be escorted to the building by a teacher. Vehicles should avoid this area of the parking lot in the morning. Parents who drop off their children in the morning should enter by way of the west parking lot and pull up in front of the school to drop off their children. In doing so, children will be exiting their cars on the school side and will not have to cross in front of any vehicles. Students may enter the building no earlier than 8:10 A.M.

Dismissal

At the end of the school day, parents may choose from the following departure options:

1. **BUS** - At 3:20 P.M., students riding the bus home will be escorted by a teacher to the bus-loading zone; either inside the cafeteria or right outside the cafeteria doors. There will be supervising teachers in place until all bus riders are safely aboard, and the buses have left the school grounds.
2. **CONVENIENCE PICK-UP** – At 3:20 P.M., these students will be escorted by a teacher to the “Convenience Pick-up” area just east of the facility. Teachers will be stationed in the area to guide the line of traffic, ensure that the children are safely in the appropriate cars, and dismiss the cars accordingly. Every effort will be made to make this system run efficiently, so “wait time” will be minimized. Parents arriving for convenience pick-up should enter by way of the west parking lot and proceed to the east parking lot.
3. **CLASSROOM PICK-UP** – These students will remain in an assigned classroom until a parent arrives at that classroom to pick up their child. There will be five different supervised “pick-up” locations. Kindergarten will have a pick-up room, as will first and second grade, third and fourth, fifth and sixth, and seventh and eighth. Parents choosing this option should enter by way of the west parking lot and park in the west church lot. Parents must wait in the school lobby until a 3:25 P.M. bell rings. This bell indicates that bus and convenience pick-up students are safely out of the building, and parents may enter the hallways to pick-up their child(ren). Once the parent has their child(ren) in their care, it is important that the child(ren) remain with their parent as they move through the facility and out to their car. At 3:35 P.M., another bell will sound indicating that all students should be in the care of a parent. Those who remain in the “pick-up classrooms” will be escorted to the late pick up room where they will receive supervised “late care”. This service will carry a fee of \$10.00 per child per day, with a maximum \$25.00 charge per day.

DAY CARE – These children will be sent to our Day Care Center at 3:20 P.M.