



New Drop-Off and Pick- Up Procedures

Blue Stars (3 and 4 year olds):

- Drop- Off

Drop-off will be between 8:50-9:15. After 9:15 the school doors will lock and you will have to knock or call the teachers to let you into the school.

There will be [blue X's](#) outside on the sidewalk in front of the stairs down to the Blue Stars Classroom. Please stand on one of the X's with your child. When it's your child's turn, Nikola will invite them to give their parent one last big hug and head down the stairs where they will be greeted by Ms. Tracy. Ms. Tracy will have them wash their hands and help them put their stuff away.

If your child is going home with someone else or being picked up by someone else, please tell Nikola and she will write it on the sign in sheet and let Ms. Tracy know.

For the month of September and until future notice, parents will not be allowed in the classroom. As things change, we will notify parents asap.

- Pick up

Pick up is at 12:45p.m. Please park your car and stand on one the [blue X's](#).

Ms. Tracy will stand outside and dismiss students one by one to their parents.

Students that are staying for extended day will then be walked upstairs to the Red Star classroom after all dismissals are done.

*Pick up and drop off is not a great time to talk to the teachers about questions or concerns.
Please utilize their email if you have any questions or concerns.*

**Please wear face masks to drop off and pick up*

Red Stars (4 and 5 year olds):

- Drop- Off

Drop-off will be between 8:50-9:15. After 9:15 the school doors will lock and you will have to knock or call the teachers to let you into the school.

There will be red X's outside on the sidewalk in front of the window by the front door. Please stand on one of the X's with your child. When it's your child's turn, Nikola will invite them to give their parent one last big hug and head into the school where they will be greeted by Ms. Melissa or Ms. Nicole. They will have the student wash their hands and help them put their stuff away.

If your child is going home with someone else or being picked up by someone else, please tell Nikola and she will write it on the sign in sheet and let Ms. Melissa and Ms. Nicole know.

For the month of September and until future notice, parents will not be allowed in the classroom. As things change, we will notify parents asap.

- Pick up

Pick up is at 12:45p.m. Please park your car and stand on one the Red X's.

Ms. Melissa or Ms. Nicole will stand outside and dismiss students one by one to their parents.

Students that are staying for extended day will stay in the classroom with Ms Nikola during dismissal.

- Pick up for both **Red Stars** and **Blue Stars** during Extended Day

Pick up for extended day is 2:45p.m.

Please park your car and stand on one of the Red X's.

Ms. Melissa or Ms. Nicole will stand outside and dismiss students one by one to their parents.

Pick up and drop off is not a great time to talk to the teachers about questions or concerns.

Please utilize their email if you have any questions or concerns.

**Please wear face masks to drop off and pick up*

