

## **Chugach Drop-off + Pick-up**

School Times: 8:10 a.m.-2:50 p.m. + Early Releases (see school calendar)

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### **Morning Drop-off**

- Classroom exterior doors open at 8:10 a.m. Students should arrive no earlier than 8:00 a.m. Students will enter their classroom while wearing a mask and maintaining social/physical distancing. Exterior doors will be closed at 8:20 a.m.
- K-2 families and those with older Middle and Upper siblings will use the main parking lot. When arriving in the parking lot, there will be three lanes that will be utilized for car pick-up. (see map). Please pull as far forward as possible to support using all spaces. For safety reasons, cars cannot wait their turn on E St. Please circle and come back.
- After leaving the car, the older siblings of K-2 students will be directed to walk along the E St/12 Ave sidewalk to enter their classroom through the exterior door.
- 3rd - 6th families will use 12th St to drop off their students so they can enter their exterior classroom doors.
- Parents will be encouraged to remain in their cars and drop off their students.
- Please do not park your car in the Chugach parking lot and/or along 12th Ave. This supports the safe flow of student arrival.
- There will be assigned adults to direct students to their classroom exterior doors and maintain social/physical distancing.

### **Morning Drop-Off - Walk**

- Please use the crosswalk for safety and role-modeling.
- Families wanting to walk their students to their exterior classroom door need to park off campus. Please do not park in our parking lot or along 12th Ave to support safe flow of student arrival.
- Students will enter their classroom while wearing a mask and maintaining social/physical distancing.

## Late Arrival

- Students arriving after 8:20 a.m. should enter through the front door of the building. Parents should watch their students enter the building safely.
- The office administration will escort late students with social distancing measures to their classroom.
- Students will be considered tardy after 8:30 a.m.

## Afternoon Pick-Up - Car

### Please turn right when pulling out of the Chugach parking lot

- Students can be picked up in Chugach parking lot.
- When arriving in the parking lot, there will be three lanes that will be utilized for car pick-up. Please pull as far forward as possible to support using all spaces. For safety reasons, cars cannot wait their turn on E St. Please circle and come back.
- Parents will be provided 2 signs with student(s) names to be displayed clearly in their passenger side car window or windshield.
- Parents will be encouraged to remain in their cars when picking up their students.
- Please do not park your car in the Chugach parking lot. This supports the safe flow of student dismissal.

- Dismissal staff will communicate with classroom teachers concerning families arriving and ready for pick-up.

### **Afternoon Pick-Up - Walking**

- Families can park in the neighborhood and on 12th St.
- Dismissal staff will be at the concrete circles and the green house to support safe flow of student dismissal.
- Families will provide the students' name(s) to the dismissal staff who then will communicate with the classroom teacher.
- Please use the crosswalk for safety and role-modeling.
- All students who walk home will need to head straight home using the crosswalk.

### **Early Pick Up Procedure**

- When students have an appointment and need to be picked up early, parents will call the office (907.742.3730) 15 minutes before arriving at school.
- Staff will retrieve them from their classroom.
- Parents will pull up to the front door and call the school.
- Staff will accompany the students to the car and have the parent sign out the student.

- Any adult picking up a student needs to be listed as the student's legal parent/guardian or on the student's emergency contact list.
- If students return to school after their appointment, parents will pull up to the front door and call the school. A staff member will greet the student at the front door and accompany them back to class.