

# St. Peter's Afternoon Dismissal Pick-up

## ***Staggered Dismissal***

***The text and map below describe options and policies regarding our staggered afternoon dismissal. Parents of new students should fill out the [dismissal location check off form](#) and give it to their child(ren)'s teacher(s) or to the main office. (Parents of Junior Kindergarten students with no older siblings at St. Peter's do not need to fill out the form. They should make their dismissal arrangements directly with the JK teachers.) If parents wish to make a change in their child(ren)'s dismissal arrangements, this document or the dismissal location check off form will help to determine whether or not that change is permitted under our dismissal policies. We request that parents inform their child(ren)'s homeroom teacher or the office staff of the desired change. If parents have questions or comments regarding afternoon dismissal pickup, we request that they please contact John Bell, the art teacher and traffic committee chair.***

### **Junior Kindergarten Dismissal – 2:15 to 2:30**

JK students with no older siblings at St. Peter's are dismissed through the back door of the JK area. (That exit is on the 5<sup>th</sup> Street side of the building.) Parking is available in the church parking lot, the rectory parking lot, or parking spaces on nearby streets. JK students with older siblings at St. Peter's have the option to be dismissed through the back door of the JK area or to be dismissed with their oldest sibling at the time and location of their oldest sibling's dismissal.

### **K-5<sup>th</sup> Grade Dismissal – 2:40 to 2:55**

The K – 2<sup>nd</sup> graders who do not ride with older students will go to drive-up dismissal through the Brother Patrick primary exit. This should be the fastest way to get your children and go because only JK – 2 will leave from this exit. They will wait in the primary hall to be called for loading. Cars will enter Brother Patrick Drive from 5<sup>th</sup> Street and exit the school by turning left onto 4<sup>th</sup> Street. (Please see the traffic pattern map below.) There will be NO WALK-UP dismissal at this exit. If you are using the Brother Patrick drive-up, please make sure to have a large sign with your last name visible to the staff members on duty. Please leave the sign in your window until you pick-up your child(ren).

K – 2<sup>nd</sup> graders with no older siblings may also be picked up by walk-up dismissal from the 4<sup>th</sup> Street cafeteria exit.

K – 2<sup>nd</sup> graders who ride with 3<sup>rd</sup> – 5<sup>th</sup> graders and ALL K – 5 walk-ups will go to the cafeteria for dismissal on the 4<sup>th</sup> Street drive-up or walk-up. The line of vehicles in the 4<sup>th</sup> Street drive-up line should begin in front of the cafeteria and extend westward on 4<sup>th</sup> Street. Only K – 5 drivers are allowed on the 4<sup>th</sup> Street section of the school block between 2:40 and 2:55. Middle school drivers who arrive early to get in line for their dismissal are asked to wait behind a sign that is

midway in the next block to the west of the school. Also, those middle school vehicles should turn on their emergency flashers so that K-5 drivers will know to go around them. Students who ride in the Afterschool vans will go to the cafeteria for dismissal through the Beech Street doors. The vehicular traffic pattern for exiting the St. Peter's area is shown on the map at the end of this document.

The K-5 students who ride with middle school siblings will wait in a supervised primary or intermediate school classroom. They will be escorted to the cafeteria at 2:55 for dismissal with the middle school.

If you are using the 4<sup>th</sup> Street drive-up, please make sure to have a large sign with your last name visible to the staff members on duty. Please leave the sign in your window until you pick-up your child(ren).

If you wish to walk up to the 4<sup>th</sup> Street cafeteria doors to receive your child(ren), please park in either the Church or Rectory parking lots, or in legal parking spaces along the Church block of 4<sup>th</sup> Street or the Rectory block of Beech Street. For your safety there will be a traffic director/crossing guard at the intersection of 4<sup>th</sup> and Beech Streets during both dismissals. Please do not park in the gravel lot across from the school for dismissal walk-up.

### **End of K – 5 Dismissal**

When the 2:55 bell rings, the cafeteria exit doors will close. Any K-5 students who have not been picked up at that time will be sent to Afterschool. If there are still K-5 cars or walk-up parents in line at 2:55, their children will be dismissed before we close the doors. Between 2:55 and 3:00 middle school faculty will take over the cafeteria dismissal operation. The Brother Patrick dismissal exit will close for the afternoon at 2:55 (or when the last car in line is loaded) and the remaining JK-2 children will be sent to Afterschool.

### **Dismissal of Middle School Students and Their Siblings - 3:00 to 3:10**

Middle school students and their younger siblings will be dismissed through the cafeteria from 3:00 until 3:10 (or until the last parents waiting in line have received their children). Parents may use the 4<sup>th</sup> Street drive-up or cafeteria walk-up to receive their children.

**Middle school parents should NOT get into the 4<sup>th</sup> Street drive-up line until 2:55** so that they do not interfere with the earlier K-5 dismissal. Middle school drivers who wish to form a line on 4<sup>th</sup> Street prior to 2:55 should begin forming a line west of the school, behind the sign indicating where the middle school line starts. The sign will be located approximately in the middle of the first block to the west of the school. Any middle school dismissal drivers waiting in this line before 2:55 should turn on their emergency flashers so that K-5 dismissal drivers will know to go around the middle school cars. At 2:55, or when the first

dismissal traffic has cleared the area, the traffic director at the Brother Patrick Drive and 4<sup>th</sup> Street intersection will signal waiting middle school drivers to move their line to the front of the school.

At 2:55 the JK-5 students being held in the Primary or Intermediate halls for middle school dismissal will be escorted to the cafeteria by teachers on dismissal duty. For security reasons and for the dismissal staff supervision change, the cafeteria doors will close at 2:55 and reopen at 3:00. **No middle school student will be dismissed during the 2:40 – 2:55 K-5 dismissal.**

If no middle school students use Afterschool buses, the Beech Street exit will remain closed. The vehicular traffic pattern for exiting the St. Peter's area is shown at the end of this document. If there are still cars or walk-up parents in line at 3:10, their children will be dismissed before we close the doors. Once the cafeteria exit doors are closed, remaining middle school students and any younger siblings will be sent to Afterschool.

If you are using the drive-up, please make sure to have a large sign with your last name visible to the staff members on duty. Please leave the sign in your window until you pick-up your child(ren). Please follow staff members' instructions at all times for the safety of everyone.

If you wish to walk up to the 4<sup>th</sup> Street cafeteria doors to receive your child(ren), please park in either the Church or Rectory parking lots, or in legal parking spaces along the Church block of 4<sup>th</sup> Street or the Rectory block of Beech Street. For your safety there will be a traffic director/crossing guard at the intersection of 4<sup>th</sup> and Beech Streets during both dismissals. Please do not park in the gravel lot across from the school for dismissal walk-up.

**Please see the map of exit routes and parking for dismissal traffic on the next page of this document.**

