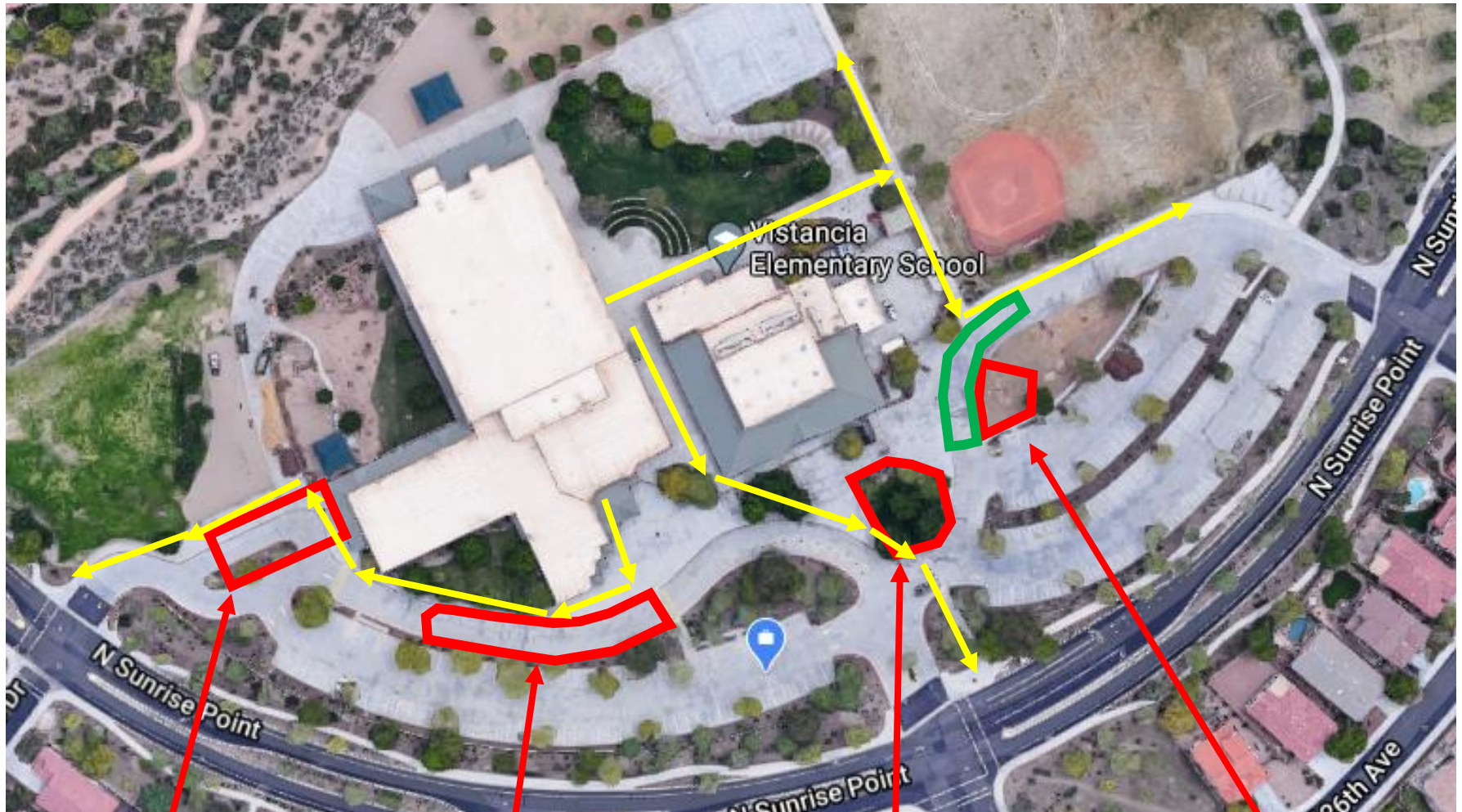


# Dismissal Map

\*Yellow arrows show routes for student walkers

\*\*Red areas show parent pick-up areas

\*\*\*Green area is bus bay



Kindergarten Pick-Up Area: curb outside of kinder playground

Main Pick-Up Line: open curbside in between fences

Walker Parent Pick-Up: grass area under trees near south lot

South Parking Lot Pick-Up: in rock area south of bus lane

<Last Name, First>

Grade - Teacher

<Last Name, First>

Grade - Teacher

<Last Name, First>

Grade - Teacher

Greeting Vistancia Families,

Welcome to the 2020-2021 school year and our return to in-person learning. We are updating our dismissal process this year to continue to maximize efficiency while building in added layers of safety and security for students, staff, and community members. We are going to leverage our digital tools to make this change work as smoothly and successfully as possible.

As we planned for this change in process and procedure, please understand the different filters we processed the situation through to arrive at this version. Our parking lots are busy during dismissal time and we need to account for the physical safety of students, staff, and community members. We have been exploring ways to control our dismissal process to add a layer of security regarding ensuring students are matched up with correct parent or guardian at dismissal times. Finally, we are still in the middle of a global pandemic and need to promote social distancing and cut back on large gatherings and crowds.

Taking all the above factors into account, we have settled on the decision to dismiss students from the homeroom classrooms at the end of the day. Students will fall into three different categories and their afterschool routines will vary based on which group they are in.

**Bus Riders:**

Bus riders will remain in their classroom until the bus arrives in our parking lot. We will have a duty monitor in the south parking lot who will alert classrooms to which busses are arriving and students will make their way out to the busses. Bus riders will release from class as their bus arrives on site. Students will not be waiting outside for busses. Kindergarten, first, and second graders will have staff escorting them to the bus area. The bus area is marked in Green on the Dismissal Map.

**Walkers:**

Students who will be walking or biking home without parents will be dismissed at 3:00 on Monday, Tuesday, Thursday, and Friday and 1:00 on Wednesdays. To minimize crowding and promote distancing, walkers and bikers need to follow the paths highlighted by the Yellow arrows on the Dismissal Map. Students should not be waiting around on campus, but need to dismiss promptly, walk the designated pathways, meet up with siblings, and head home.

If students will be attending the AM/PM program, they will dismiss at 3:00 with the rest of the walkers and follow the AM/PM staff directions to report to the program.

**Parent Pick-up:**

Students will remain in their classrooms until parents are present for pick up. They will not be waiting outside. Students who will be picked up by parents, either driving or walking, will report to designated zones once parents electronically check in. The four zones on the map outlined in Red show the

locations for parents to report to and check in with duty staff. Look for a staff member in that area wearing bright yellow

- Parents/guardians, please display the attached information card for your student(s) and display on your dashboard or hold up to show the check-in staff
- Students will release from class once staff member checks in parent. Student will come to the area in which staff checked in parent.
- *All curbside pick-up traffic will flow through the main drive in front of office. **The front parking lot will be closed at dismissal to incoming traffic.** If you will be parking to pick up students, this is only in the South Lot.*
- South Parking Lot: parents should stay on south side of drive until student arrives to cross to parking lot.
- Parents using Kindergarten Pick-Up area will need to travel through main drive line to access this location and check in.

Thank you for your time and attention to the details of our new dismissal plan. This is keeping our students safer and more secured as we embark upon a new chapter in education.

Sincerely,

Vistancia Administration