

KENSTON

Intermediate School

ARRIVAL/DISMISSAL PROCEDURES

Please read the procedures carefully. It would be very helpful for all students to ride the bus for the first few weeks of school to alleviate congestion and confusion.

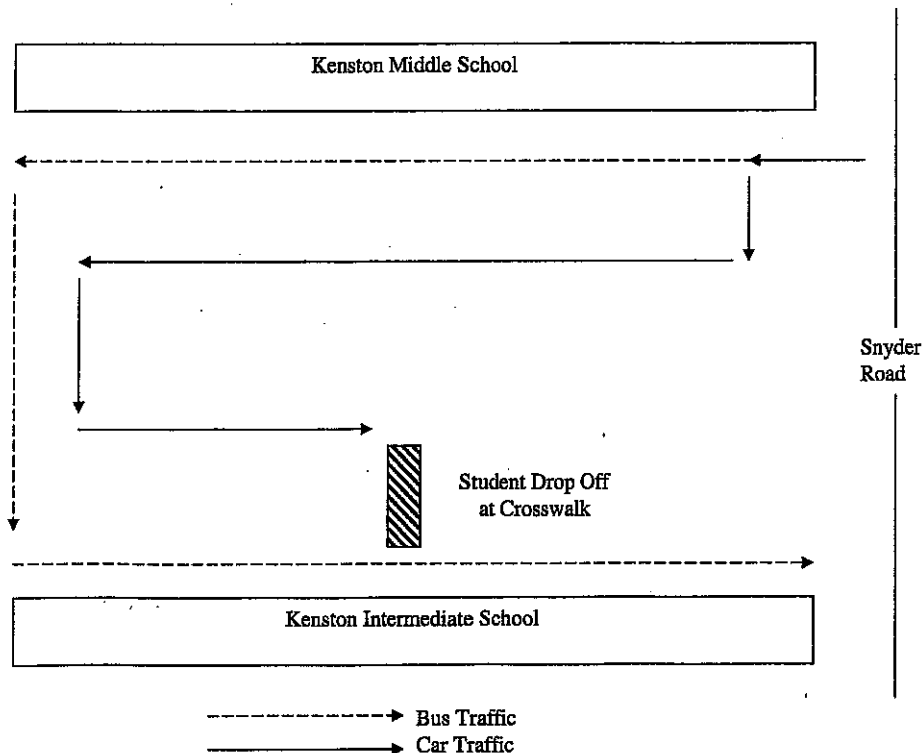
ARRIVAL

The doors open to admit students at 8:25AM. Students are not to be dropped off prior to 8:25AM. Any student arriving after 8:35AM is considered tardy **and must be signed in at the office** by a parent/guardian.

If you will be driving your child to school, please follow the procedures below:

1. Car traffic should enter from Snyder Rd. and proceed to the center loop of the parking lot.
2. Proceed to the crosswalk and drop off student(s).
3. Students will be greeted by an adult who will cross them safely to the sidewalk.

NOTE: KIS physical education teacher will be in the parking lot to help direct morning traffic.



Please turn over for dismissal information.

DISMISSAL

We encourage all students to take the bus home to alleviate confusion and congestion. In the event you must pick up your child, please follow the procedures below.

Students will be dismissed to the buses at 3:10 PM. Parents who are picking up their son or daughter should arrive to school at approximately 3:00 PM and follow the procedures below:

1. Park in a marked parking spot in the main lot. Please **DO NOT** park in any unmarked parking spot. Parking along the road is not allowed. Please help keep the students safe by following this procedure.
2. Enter via the gym entrance.
3. Sign your child out in the cafeteria.
4. Wait in the cafeteria until your child is sent by the classroom teacher.

In order to create a safe environment, keep the following in mind:

- Please **DO NOT** ask to interrupt classes and have your child called early.
- Please **DO NOT** go to the classroom in order to pick up your child.
- Please **DO NOT** park in an unmarked parking spot. The lined spots in the main lot should be used by all parents.

A SPECIAL NOTICE

If a child is to be picked up by someone other than a parent, the teacher/office **MUST receive a written request by the parent.** Other than an emergency or extenuating circumstance, a child **will not** be released to a non-parent on the basis of a phone call. Sadly, this is no longer considered safe practice for your child(ren).

PLEASE NOTE

Students may **NOT** ride the bus to Timmons and be picked up at Timmons by a parent. Due to the volume of students being picked up at Timmons, Kenston Intermediate School students must be picked up at Kenston Intermediate School.

KENSTON INTERMEDIATE SCHOOL

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www.kenstonlocal.org

