

St. Mary School Arrival/Dismissal Procedures

Due to COVID-19 and the precautions that are necessary to ensure the well-being of our students, we will be using new arrival and dismissal procedures. They will involve the use of several areas for drop-off and pick-up. **All students and staff will wear a mask to enter the school building.**

Morning Arrival:

- **Those students attending before school care may begin arriving at 6:15 am.** Students will enter at the main door and have their temperature taken. They will then proceed to the Before/After School Care room. Social distancing will be enforced. They will be sent to their classrooms at 7:30 am.
- All other students should not arrive before 7:55 am. (students who use before school care may arrive between 6:15 am and 7:30 am).
- The following designated areas will be used for morning drop-off:
 - Elm St. Door: Grades Preschool and Kindergarten. Parents may walk students to the door, but remain outside. Teachers will check temperatures and escort students to their classrooms.
 - Hildebrandt Hall parking lot: Grades 1-8. Parents will remain in or next to their car and students will cross Lafayette St. to the school building. Grades 1-2 will enter at the North end (near the three car garage) Grades 3-5 will enter through the main doors. Grades 6-8 will enter through the junior high doors.
 - Social distancing will take place. Students will not line-up or congregate in groups.
 - They will enter the building upon arrival to school. They will have their temperature checked and go to their classroom.

Afternoon Dismissal:

- Students who attend After School Care will report to the playground (during nice weather) or the gym/after school care room. A rotating schedule will be made for days we will need to be indoors for after school care. Students will be divided between the gym and the after school care room.
- Dismissal times will be staggered. All parents are required to stay in the parking lot by their own car. All students will be out of school by 3:00 pm and we will follow the usual dismissal procedure. **No cars will leave the parking lot until ALL students are out of the building.**
 - 2:45 pm: Preschool/Kindergarten students will dismiss at the Elm St. doors. Parents who have students in grades 1-8 should park in the Hildebrandt Hall parking lot.
 - 2:50 pm: Grades 1-3-6 will be dismissed
 - 2:55 pm: Grades 2-4-7 will be dismissed
 - 3:00 pm: Grades 5&8 will be dismissed