

LMDS Arrival/Dismissal Procedures

Important notes about arrival and dismissal for students not riding the bus

- Parents who are dropping off their child/children must park in the parking lot next to the building. **The long driveway in front of the school is designated for buses only.**
- Each pod in the school is assigned a color and each classroom is assigned a shape with a specific color. Parents/guardians will receive their specific color and shape during orientation.
 - **Arrival:** When you arrive at the assigned door for your child's classroom, you will find a shape on the ground with a specific color that each classroom was assigned. We ask that you line up with your child at your assigned lane and practice social distancing during the time until further notice.
 - **Dismissal:** Families should return to the door that they dropped their child off at during arrival. At dismissal, the teachers will release the children one at a time starting with the first parent/guardian at the front of the line; please do not call/wave for your child to come out. Please be prepared to present ID to the teacher; additionally, children will only be released to whomever the parent/guardian has designated permission to pick up a child as designated on the dismissal form. Again, we ask that you practice social distancing.
- Students cannot be dropped off and left unattended before 9:45. Please stay with your child until the teacher meets you at the designated door.
- At any time, parents/guardians may only enter LMDS via the Main Entrance doors.
- If you are picking up your child at the end of the day instead of him/her taking the bus, please send in a note to your child's classroom teacher. Because of the age of our students we are asking that you notify the main office by 2:00 PM with any changes to dismissal for your child.
- **At 9:55 AM, ONLY the main entrance doors will be accessible to enter the building and students must sign in and get a late pass to class. A staff member will escort your child to class.**
- Teachers will dismiss students that will be picked up at the same door as arrival. Please be prompt in picking your child up at dismissal.
- Please obey local ordinances such as, no pets on school grounds, and no smoking of any kind (which includes e-cigarettes and Vapes); additionally, the use of inappropriate language, spoken or via loud music is not permitted and may lead to such person(s) being prohibited from being on school grounds at any time.
 - *Respectfully we ask that all parents/guardians be understanding of the procedures and patient as everyone gets acclimated with this process; additionally, please follow the direction of the Security Guard, Staff and Administration on duty facilitating arrival and dismissal.*