

# Indialantic Elementary School Arrival and Dismissal Information

## Arrival

### *Morning Bell Schedule*

7:30 Campus opens for students, breakfast begins in the café.

7:45 All classroom doors are open for student entry. Parents/guardians who have signed in at the front office and received a visitors pass may escort their students to class.

7:55 Five minute warning bell- head immediately to class.

8:00 School begins. All parents and guardians need to be off campus. Gates will be secured.

Supervision of students begins at 7:30 a.m. Students may enter campus by being dropped off in the car loop, bus loop, or entering through the gates on the west and north sides of the school. All students will go to the café from 7:30 – 7:45.

To be on time, all students must be in class by the 8:00 a.m. bell. Students not in the classroom by 8:00 a.m. will need to be escorted to class with a tardy slip. Since all classroom doors are locked for security reasons, knocking on the door to admit tardy students can cause a disruption to the classroom. Thank you for your cooperation and understanding in this matter.

## Dismissal

### *Afternoon Bell Schedule*

2:24 or 1:09 on Early Release Days Door pick-up and K/1 Bus pick-up

2:27 or 1:12 on Early Release Days Buses, Busy Bears, Clubs, and BAS students

2:30 or 1:15 on Early Release Days Car Riders, Bikers, and Walkers

## Door Pick-up

Parents or guardians who have signed in at the front office and received a visitors pass will be permitted on campus from 7:45 – 8:00 a.m. and 2:25-2:30 p.m. or 1:05 – 1:15 on Early Release Days (Fridays), to receive their student.

You must receive your visitor pass before 7:55am in order to escort your student class in the morning.

## Car Riders

Thank you, parents, for displaying your color-coded car tags in your windows daily to expedite the pick-up process.

## Additional Information

### **Change in Transportation Requests**

For your student's safety, a change in transportation request must be made in writing by 2:00 p.m. or 12:45 p.m. on Early Release Days (Fridays). The purpose of having a request made in writing is to ensure student safety by allowing the staff of Indialantic Elementary to verify a person's identity and their relation to the student.

If you find yourself in an emergency situation, we request you call to the office to inform us of the request.

### **Early Checkout**

We begin preparing for dismissal 30 minutes prior to the first bell. To ensure all students arrive home safely, early checkouts will need to be made before 2:00 p.m. on regular dismissal days or 12:45 p.m. on Early Release Days (Fridays). Please plan accordingly so that you can adhere to these guidelines in the event you need to check your student out early.

### **Before or After School Student Supervision**

The Brevard After School (BAS) Program is available for families that need student supervision before or after school. If you are interested in this program contact Leesa Lovaasen at Indialantic Elementary. Program costs are:

\$25 Registration Fee

Childcare from 6:30 a.m. until 7:30 a.m. is \$29 per week.

Childcare from dismissal until 6:00 p.m. is \$51 per week.

Childcare from 6:30 a.m. until 7:30 a.m. **and** from dismissal until 6:00 p.m. is \$55 per week.

\*\*\*\*\*Students on campus before 7:30 a.m. or not picked up by 3:00 p.m., or at the end of a prearranged club or activity, will be placed in the BAS program. The cost of this is \$25 for the registration and another \$25 for the drop-in fee. Please plan accordingly so that you are not assessed any fees unexpectedly.