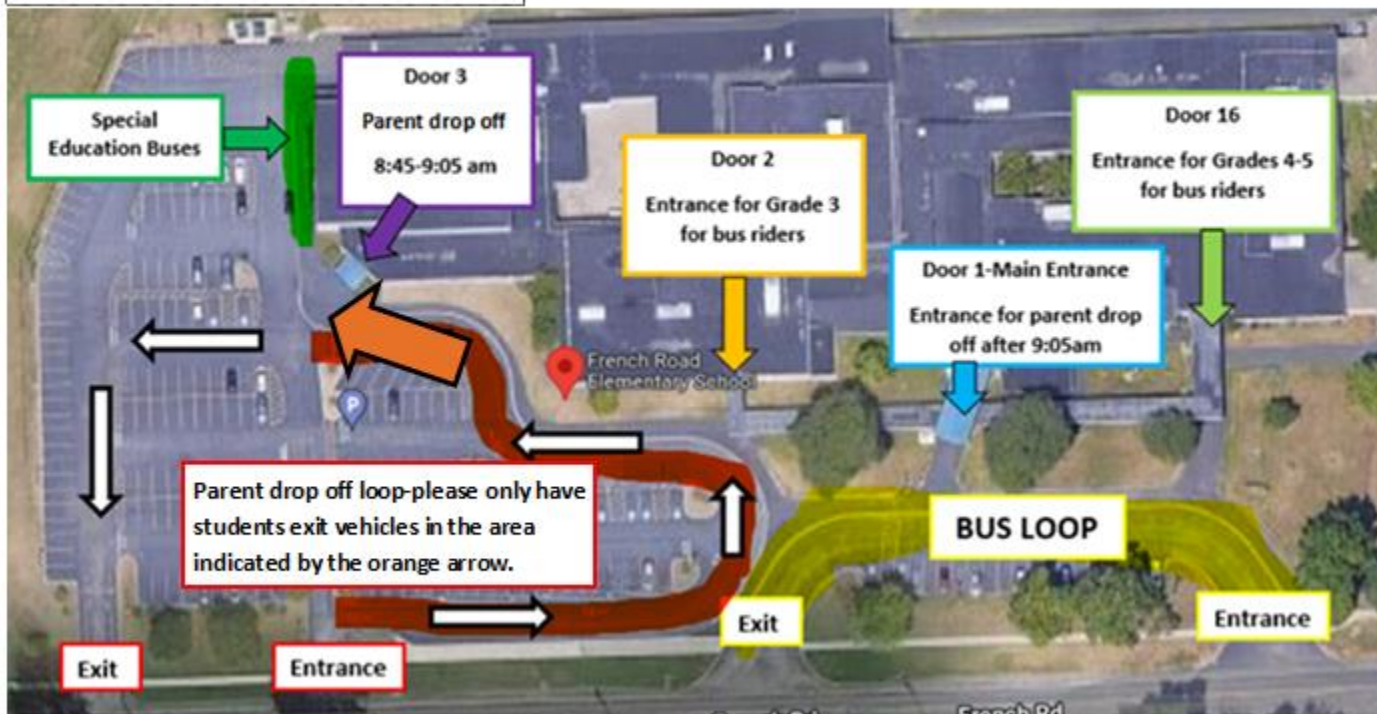


School begins at 9:00 AM and ends at 3:30 PM

French Road Elementary School: ARRIVAL PROCEDURES

Parent Drop Off	<ul style="list-style-type: none"> All students dropped off use cafeteria entrance (DOOR 3/purple – see map) Parents will pull up to cafeteria door and drop off students. Students arrive between 8:45 and 9:05. Students will wait in the cafeteria or foyer until 8:57 when they are released to their classrooms. Students will report directly to their homeroom after breakfast in the cafeteria. Drop off after 9:05am must be done through DOOR 1 (blue-see map). Parents must walk their child to the front door and buzz them in. They will be signed in by a secretary.
Bus Drop Off	<ul style="list-style-type: none"> All bus riders enter through the third grade door (door 2/Yellow) or the fourth and fifth grade door (Door 16/light green). Bus riders will be dismissed starting at 8:57 with two buses being unloaded at a time until all students have entered the building. Students will report directly to their homeroom.

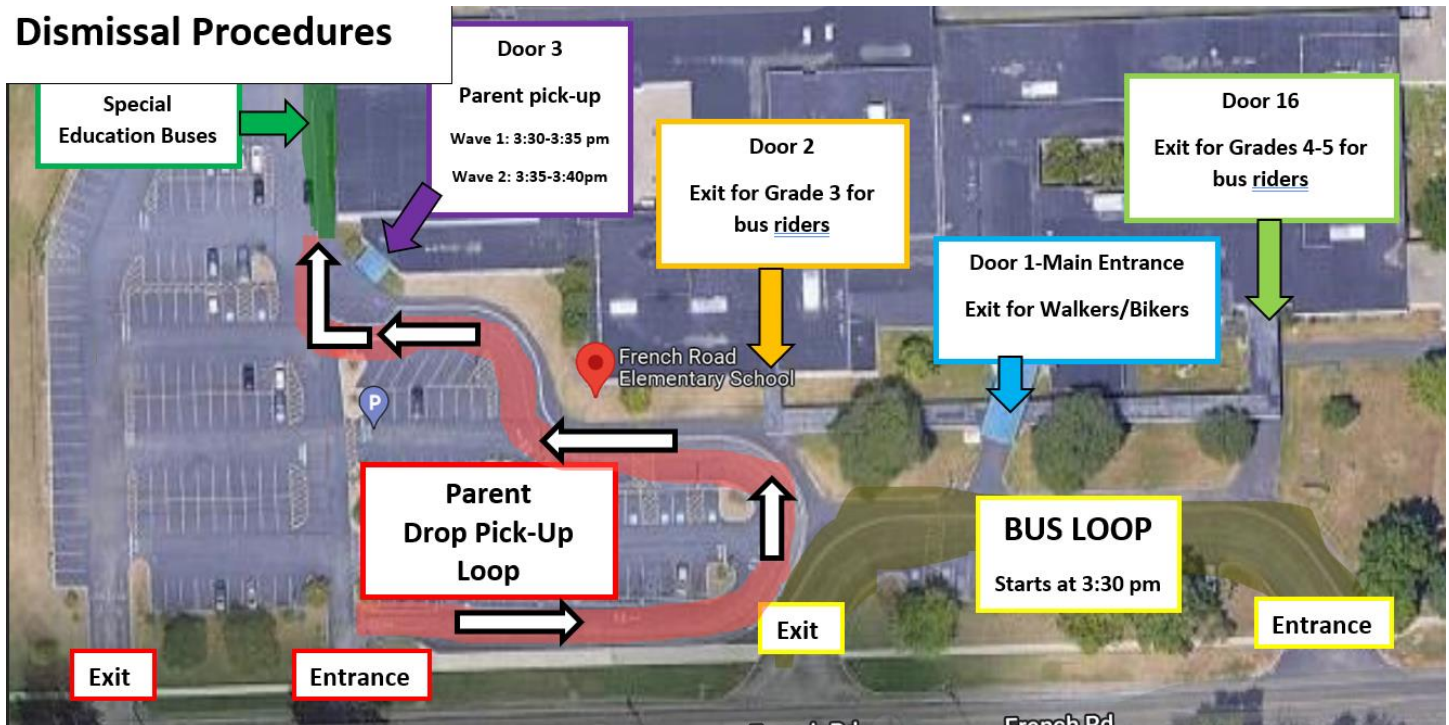
Arrival Procedures



French Road Elementary School: DISMISSAL PROCEDURES

Early Pick Up	<ul style="list-style-type: none"> If students are picked up before 3:00pm, please send in a note so classroom teachers can have them ready to leave. 3:00 is the latest time students can be picked up early from the main office. Please press the buzzer at the door. Families can then come into the main office, show their license at the front desk for sign out.
End of Day Pick Up	<ul style="list-style-type: none"> See the next page for new pick up procedures. You will need: <ul style="list-style-type: none"> Your Identification Your family's Driveline Number To stay in your vehicle
Walkers/Bikers	<ul style="list-style-type: none"> Students who are walking or biking home will be dismissed from their classroom via P.A. announcement at 3:25. Students will exit through DOOR 1 (blue) and sign out at the security desk with a FRES staff member.
Bus Pick Up	<ul style="list-style-type: none"> All students who are riding the bus home will be dismissed by 3:30 via PA announcement. Bus riders exit: <ul style="list-style-type: none"> 3rd grade: DOOR 2 (yellow) 4th grade: DOOR 16 (light green) 5th grade: DOOR 16 (light green)
5th grade Sign Holders	5th grade students who are sign holders for buses will head out at 3:25pm when parent pick up is called.

Dismissal Procedures



End of the day PICK UP at FRES

This year we will be using the Driveline app to help facilitate end of day pick up at FRES. Each family will be given a yellow card with their last name, assigned family number and pick up time/phase. This is based on the dismissal survey sent out in late July. Please refer to the directions below when picking up your child.

- **FRES pick up at the parent pick up loop by the cafetorium (the red loop on the dismissal map)**
 - **Please see your assigned pick up time on your driveline card.**
1. **Please arrive during your designated time window.** It is critical you arrive during your pickup window and not earlier as students will be lined up based on pick up phase. If families arrive prior to the designated time, they will be asked to pull into the dedicated pick up spots, and their child(ren) will be walked to the car when all pick ups are completed as we don't want students crossing in front of traffic.
 2. **Please place the yellow card on your dashboard when you arrive to pick up your child at the end of the school day (see picture below).**
 3. **Bring your identification.**
 4. If you **do not have** a driveline number or ID, please pull into the designated parking spaces as we work through the ID and number, and your child(ren) will be walked to your car by a FRES staff member when the pickup line clears.
 5. **As you pull into the school parking lot, Mr. Westbrooks will enter your driveline number in our system.** This will alert the cafeteria that you arrived by entering your family number into our system.
 6. **Follow the pick up line all the way up to the first stop sign where ID will be checked.** We thank you for your patience as we get to know drivers and pairings with students.
 7. **Wait in the pick up line until you are waved up to the 7 loading spaces.** These will be marked with colored traffic cones and an additional stop sign. When waved to the loading zone, please wait in your car, and your child(ren) will be sent to the cone by a FRES staff member. **Students will be loading on the passenger side for safety.**
 8. If you need additional time to buckle in and organize yourself before leaving, we ask that you pull into a parking spot as your wave of cards pulls away from the loading zone.

Thank you for your support!

