

Lance Thompson Elementary

Arrival and Dismissal Procedures 2020-2021



In-person School Hours

7:40-3:00

Morning

The school doors will open at 7:15 a.m. and students will go straight to class. There will be an opportunity for students to get breakfast before going to class. For your child's safety, no students are allowed to be at school before 7:15 a.m. unsupervised.

Our school start time is 7:40 a.m. Students should be in their seats and ready to learn at the 7:40 a.m. tardy bell. After 7:40 am, all students must enter through the front office and will be marked as tardy.

Breakfast

Breakfast will be served from 7:15 a.m. -7:35 a.m.

MORNING DROP-OFF

Car Riders

Car riders may be dropped off using the front driveway in the mornings beginning at 7:15 a.m. until 7:40 a.m. School personnel will be at the front of the school to assist students, as needed, with getting out of the car. *Please do not leave children unattended until school personnel have arrived and the front doors are open.* Vehicles should stay in a single line and should not pass stopped cars. Please be sure to pull all the way up to the cone. Students should be ready to exit the car on the curbside upon arrival.

Bus Riders

Bus riders enter through the cafeteria doors in the back of the school. Doors open at 7:15 a.m. Upon arrival, students will be able to walk to their class or pick up breakfast.

Walkers

Walkers may enter through the front doors starting at 7:15 a.m. Upon arrival, students will be able to walk to their class or pick up breakfast.

Bike Riders

Bike riders may enter through the front doors starting at 7:15 a.m. after parking bikes at the bike rack. Upon arrival, students will be able to walk to their class or pick up breakfast.

AFTERNOON DISMISSAL

Car Riders

All car riders can be picked up in the front driveway of the school. Parents should stay in a single line and should not pass stopped cars. Teachers will supervise students' departure. Please have a Lance car tag hanging on the mirror that details the child's name and grade. Visibility of the sign will assist us in providing a quick, safe, and smooth dismissal process. Please be sure to pull all the way up to the cone.

Bus Riders

Bus riders will walk through the cafeteria to board the busses at the back of the school at the end of the day.

Walkers

Walkers will only be dismissed out of the South doors at the front of the school. Teachers will escort students down the sidewalk and across the street. Walkers will be released once they have crossed the street. If you will be late to meet your walker, please let the office know prior to dismissal. Once we get an additional crosswalk, we will hopefully be able to dismiss walkers from the back of the building as well.

Bike Riders

Bike riders will meet in the cafeteria with the car riders. A teacher will escort them to the bike racks to pick-up their bikes. They will walk their bikes to the crosswalk. Students will be dismissed with the walkers.

CHANGE IN TRANSPORTATION

Ride Changes

An email or phone call must be provided to the office prior to 2:00 p.m. if your child's usual afternoon dismissal has changed. The office must be alerted of a ride change. This will ensure that all ride changes are updated and all teachers are alerted. Emails can be sent to sarah.alexander@nisdtx.org Katie.mcminn@nisdtx.org prior to 2:00 p.m.

For emergency dismissal changes, notify the office at 817-698-1800 as soon as possible.

If you are checking your child out of school early (early dismissal), please check him/her out before 2:30 pm. No early dismissal after 2:30 pm.

Thank you for your help in following these procedures so we can provide a safe environment for all children.