

# Doyle Elementary School

## Arrival and Dismissal Procedures:

**Please note to drive at reduced speed on school grounds!**

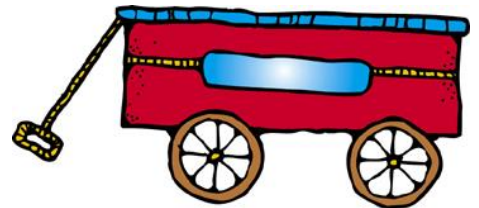
### • Morning Arrival Procedures

Parents who drive their children to school should plan to arrive **between 8:20 – 8:25 AM** to allow time for your child to get to class on time. The daily volume of traffic on West Street is such that you can expect significant delays, especially during inclement weather. We encourage you to drive your child to the bus stop rather than to school if possible.

1. When arriving, cars should pull into the outer lane and proceed to the car rider loop on the blacktop; the inner lane is for busses and daycare vans only!
2. Parents will circle the perimeter of the playground in a rolling car line toward **door #14** and stay in their cars. Please wait until you have reached an adult on duty before letting your child exit the car. **Parents should remain in their cars**. Adults on duty will assist the children as they exit the car. **Cars should remain in the lane and not pass each other**.
3. If you plan to park and walk your child to the crosswalk, **please park in the parking lot**, and proceed to the walkway. Children will wait at the fire hydrant. An adult on duty will guide children across the crosswalk.
4. While waiting on West Street, we ask that southbound cars (coming from 611 overpass) demonstrate courtesy by allowing northbound cars to turn in to Doyle. Likewise, northbound cars should allow cars exiting Doyle to pull out on an alternating basis.

### • AM Kindergarten Dismissal Procedures

Please pick up your child **at 11:10 AM** at Doyle. Students will be dismissed through the bus entrance (door #22) of the school. Our Kindergarten teacher/staff member will walk your child to your car. When your child is safely buckled, you can pull away to allow other cars to move up in line. Children riding daycare busses and vans will be dismissed first, if possible.



### • PM Kindergarten Arrival Procedures

Cars will pull up in the bus lane, and parents may drop off their children at **door #22 between 12:25 and 12:35 PM**. An adult will meet the children at the door. School begins at 12:40 PM. **Please remain in your car**, have children exit upon reaching door #22 and an adult greets your car to assist your child.

**First day Only:** Please drop your child off at Doyle between 12:25 PM and 12:35PM at door #22. Please park your car, walk with your child to the school until the teacher arrives to escort the children to class. Please remember that school is in session at that time for all other students, and that children are to wait and talk quietly.

Any changes in pick-up for AM or PM students must be arranged in advance in writing and handed to the teacher or sent by email. We will request ID if the person is not your usual carpool or pick-up arrangement. Please explain this safety measure to that person.

## • Dismissal Procedures



- Student dismissal begins at 3:15 PM.
- Walkers and bike riders will be dismissed through the front doors. Parents of walkers are asked to wait at the sidewalk near the **fire hydrant by the bike path**. This will allow students to exit and walk straight across the walkway to you when guided by the adult on duty.
- **Car riders** will be dismissed through the **recess door #14** and will be escorted to the waiting cars on the playground. Parents will circle the perimeter of the playground in a rolling car rider lane and **stay in their cars.**

Please wait until the Doyle staff assists the children into the car.

- Parents will receive **name cards** to put on their windshield visors for easy identification.
- Cars will be held in the car lane until there is room on the playground for pick-up. **Cars are not to block the bus exit lane!** No cars are permitted to park along the exit lane.
- **Students will not be called for early pick-up after 3:00 PM.**

### **IMPORTANT:**

If your child is usually a bus rider, he/she will be sent home on the bus every day; if your child is a walker, he/she will be dismissed as a walker every day; if your child goes to the after-school program, he/she will be dismissed accordingly every day – unless the teacher receives a **written note** from a parent about a transportation change **before 8:00 AM.**

**For last minute changes,** please call the office directly at 267-893-4300 **before 3:00 PM** and let us know how you would like your child to be dismissed for the day.

**A student may not ride a bus that has not been assigned to the student!**

**PLAYGROUND**



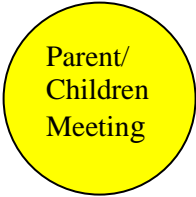
GaGa Pit



Project Fit



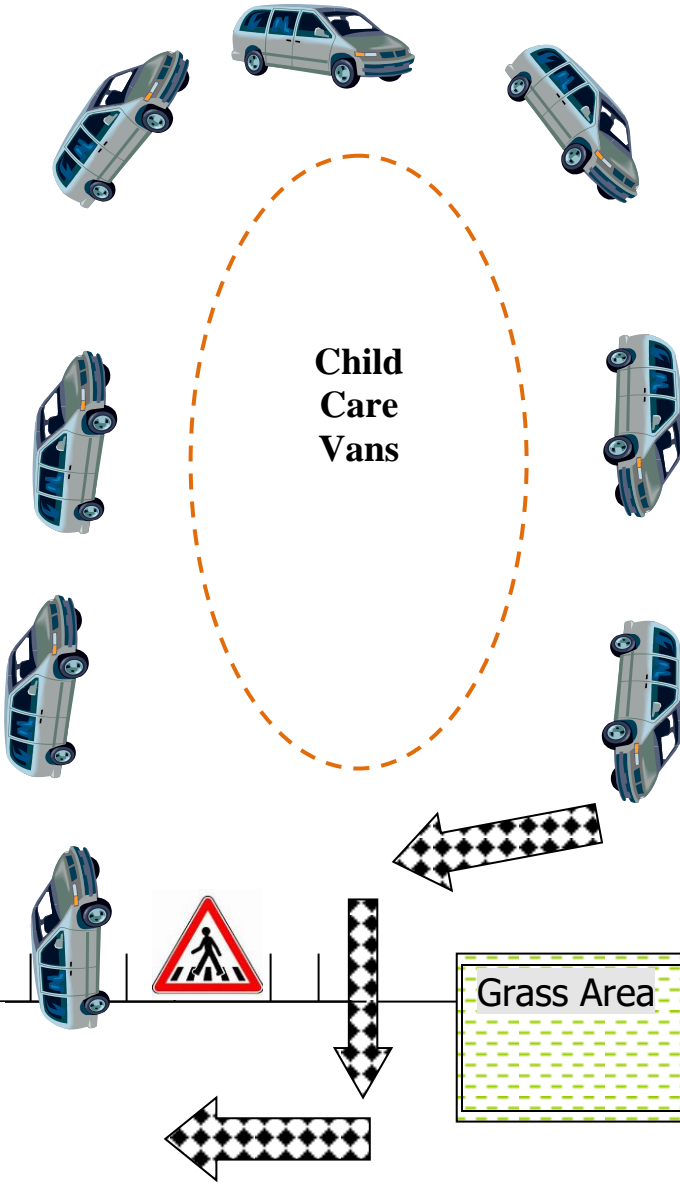
Parent/  
Children  
Meeting



No Parking Area



Child  
Care  
Vans



Grass Area



Pick-Up /Drop Off Area



School  
South  
Wing

Car Rider  
Dismissal  
Door



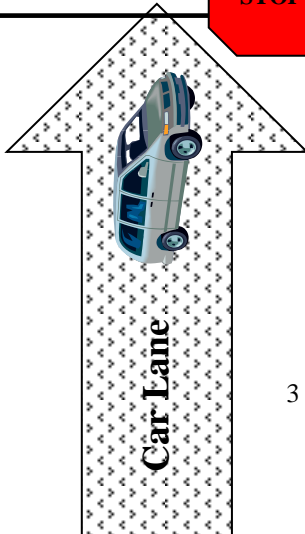
Doyle Elementary School



Holding Zone  
**Do not Block  
Driveway!!**

STOP

Car Lane



3

Bus Lane



#22  
Entrance/Exit  
for Walkers  
and Bus Riders  
& AM  
Kindergarten



Office Entrance#1

