



Preschool and K5 parents will use door #4 (elementary portico) for drop off and dismissal. Follow the purple arrows on the diagram that shows you where you will enter and exit the parking lot. Preschool and K5 MUST enter River Road but may use Nebo to exit if needed.

Grades 1–6 parents will use door #2 (church portico) for drop off and dismissal. Follow the green arrows on the diagram that shows you where you will enter and exit the parking lot. Grades 1–6 MUST enter Nebo Road but may use River Road to exit if needed. Families with multiple ages will use the door of the youngest child for ALL drop off and dismissal times. Please follow traffic flow and be cautious of oncoming cars.

Due to COVID-19 restrictions, only teachers and staff members will be “manning the doors.” Parents will need to pull up to their assigned door where the teachers will take all of the student’s temperatures while all students are still in the car. When all the students in that car are cleared, they will enter the door, put lunch boxes in refrigerator, and then head to their classrooms. Older students will be responsible to help the younger siblings with lunch boxes and make sure they get to class first.

Early Care will still be 7a–7:25a at door #4. As listed above, a staff member will come to the car to take all student’s temperatures before they enter the building.

Drop off times have been adjusted. From 7:25a–7:50a, drop off will be at both #2 and #4 doors. After 7:50a, ALL parents MUST drop off at door #4. Please note that all students will remain in the car till a teacher has taken temperatures and students are cleared to enter the building.

Class will begin at 7:55a and ALL students MUST be here by that time, or they will be marked tardy. If you are tardy, you will not be required to sign in at the office. A staff member will “sign” you in. Please communicate the specific reason for your tardiness so attendance can be marked correctly.

During dismissal all students will remain in their classrooms until called by the teacher. They will then come to the door and a teacher will help them to get in the car. Both drop off and dismissal will take much longer than usual, but it will help keep children, staff, and families safe. Adjust your time schedules accordingly and try to avoid arriving at “peak” times.

Please be patient as everyone adjusts to these new procedures.  
Thank you!