

## Morning and Afternoon Routines for North Ridge Elementary

### Morning Routines:

- **If you drop your child off at North Ridge before 8:10**, please do so in the west parking lot. They will be allowed to eat breakfast at 7:45. Children not eating breakfast will be supervised at the west door (door #8) until 8:00 when the doors open. Students cannot be dropped off prior to 7:45 am, **there is no supervision prior to 7:45.**
- **Students enrolled in the North Ridge School Age Childcare** will enter the building through the north cafeteria door (door #11). Breakfast will be served at 7:30 for these students.
- **Students riding route buses** will arrive at approximately 8:00 and will be dropped off at the front of the building. All students will enter the building through the front entrance (door #1). Students will be allowed to go to breakfast as soon as they check in with their classroom teacher.
- **Preschool students** will be dropped off at the west door (door #8). Parents will not walk their students to the door. There will be adult supervision to ensure their safety. **Preschool students are not allowed to ride route or shuttle buses.**
- Students riding **shuttle buses to Dallas Center** may be dropped off at the north door (door #1). This shuttle leaves at 7:40.
- Students riding the **shuttle bus to South Prairie** may be dropped off at the west door (door #8). They will be supervised in the gym until the shuttle leaves North Ridge. Students cannot be dropped off prior to 7:45 a.m. there is no supervision. The shuttle leaves North Ridge at 7:55 a.m. on the dot. If your child is not on the bus at this time you will have to transport him/her to South Prairie.

### Afternoon Routines:

- All students are dismissed at 3:15.
- Students enrolled in the **North Ridge School Age Childcare** will walk to the cafeteria.
- **Bus riders** will leave through the doors in the 3<sup>rd</sup> grade wing or front entrance.
- **Students that are picked up by car** will exit the building through the west doors.
- **Preschool students** will exit the building through the west door (#8). Parents and caregivers will be issued a number that will be used for dismissal. This number will be given to you at your home visit.
- Students arriving at North Ridge via the South Prairie shuttle will be dropped off at the north door (door #1) and escorted to the west door to meet their parents.

### Parking and During School Hours Drop off:

- **Any parents dropping their student off at North Ridge after 8:10** are to use the north driveway and drop them at the front entrance. (door #1)
- **Starting at 3:00 the front of North Ridge will be for buses only.** Parents needing to pick up their student early will need to park in the west lot and walk to the front door (door #1).
- Please do not leave vehicles unattended along the curb in front of the school or along the west side. If you are entering the building please use the parking spaces provided. If those spots are full, please park in the west parking lot.
- The center lane should be left open in front of the building for fire and emergency vehicles.