

Bay Vista Carline Procedures

ARRIVAL PROCEDURES

- **Students should not be on campus prior to 7:45 a.m.** It is imperative that all families respect this request.
- While we are getting back to normal, we ask that students and families continue our protocol of not congregating in the front of the school. Therefore, parents may not gather or drop students off before 7:45.
- **R'Club** – After 7:35, R'Club families should use the parking spaces south of the Café. The R'Club has before and after care for those that need it. These programs open at 6:30 am. Please contact Clemmye Barnes for more info 727-433-4286.
- **All students should arrive via the car circle unless a walker or in a before school program/van rider.**
 - **All adults MUST stay in their car while dropping-off or picking-up students.**
 - Students in **car seats should be on the right side of the car** and ready to exit, with all items in hand. Staff members and patrols will be available to assist for a safe and timely arrival/dismissal out of/into the car.
 - Upon arrival at 7:45-8:05, students will **enter campus through their assigned grade level gate which is color-coded. Color-coded gates are for ARRIVAL ONLY. Parents may not escort students to class.**
 - Grab & Go Breakfast Carts are located just inside each gate to pick-up a pre-packaged meal and report to the covered court. Kindergarten students will eat in the K area.
 - Students arriving after 8:05 who are eating breakfast will pick-up from a Grab & Go Cart and report directly to class. **Breakfast concludes at 8:10.**
 - **Please plan for all students to arrive by 8:05 to ensure they have enough time to walk to class** before the final, tardy bell at 8:15. **Students MUST BE IN CLASS BY 8:15 to avoid a tardy.**
 - **All gates will be locked at 8:15. Tardy students must be signed-in at the front office by a parent/guardian.**
 - **ARRIVAL LANES/GATES: For families with multiple students, please drop your children off at the youngest student's gate. Parents may not enter campus to escort students to class each day.**
 - **Green Gate** - Kindergarten-students -**ENTER CARLINE IN THE LEFT LANE** as this is a thru lane to take you past the first drop-off (Purple Gate).
 - **Blue Gate** – 1st, 3rd, and 4th grade (between main bldg. and K bldg.)-**ENTER IN THE LEFT LANE** as this is a thru lane to take you past the first drop-off (Purple Gate).
 - **Purple Gate / Rainbow Garden Gate** - 2nd and 5th grade -**ENTER CARLINE IN THE RIGHT LANE.**
 - **Orange Gate** -58th Avenue – Before/After School Vans
- **DISMISSAL PROCEDURES-** Assigned carline lanes are for A.M. arrival only. Please use either lane for P.M. dismissal.
- All students will be dismissed through the car circle as a "car rider" unless they are a "walker" or a "van rider".
- **HANG TAGS FOR CAR RIDERS:** You will be given a name tag sign to display/hang tag to assist staff with calling for your child as you arrive in the car line for dismissal each day. It is imperative that your name tag sign is hanging from your rear view mirror upon arrival.
- As with this past school year, **parents may not walk onto campus to pick-up students.** All students not leaving campus in a car or van are considered 'walkers'. **Staff members will accompany walkers to the PARENT MEETING POINT by 2:30. Please be on time to pick-up students.** Parents may meet their walkers at the PARENT MEETING POINT in the grassy area near the staff parking lot on Dr. MLK Street. **Parents should NOT cross the crosswalk/carline to meet or pick-up students. Parents who walk-up to pick-up their students will be redirected to join the car line. For safety and efficiency of the dismissal process, students will not be called to meet walking parents. Please make sure your student knows how they are going home each day. Please inform your child's teacher, via the agenda, of any changes in how he/she will go home on a given day.** Staff will not be at the front of the school to accommodate walk-ups and parents are not allowed to gather on campus.
- All parents must use the car circle to drop-off and pick-up students daily if their student is not a 'walker'.
- No early dismissal after 1:45 p.m. as it interferes with closing instruction and dismissal routines.
- **Cars may not line up in the carline prior to 2:00 p.m.**