

Hyer Elementary Arrival and Dismissal

The School Day

The school day is from 8am to 3:15pm for all grades (K – 4th grade). Students should plan to arrive each morning at 7:45am. Hyer staff will be monitoring doors beginning at 7:30am each morning. Teachers will open their classroom doors at 7:50am when the first bell rings. Students that arrive before 7:50am will be directed to the gym to sit quietly. Students that arrive with their parents before 7:50am will wait in the first-floor hallway as directed by a staff member. Students and parents will be able to go to their grade-level pods and classrooms when the 7:50am bell rings. Class begins promptly at 8am when the second bell rings. Parents should leave at this time so as not to disrupt the class.

Doors that will be used for students to enter the building are:

- Front doors on Durham
- Doors on Wentwood

Students are expected to leave school immediately after being dismissed at 3:15pm. Crossing guards are on duty for a reasonable length of time at designated intersections (see attached crossing guard map). Parents should require students to get home in a reasonable amount of time after dismissal.

Building Security

Classes begin at 8am and all exterior doors to the school are locked at 8:05am. After 8:05am, access is permitted through the front doors on Durham only. All volunteers and visitors must sign in and wear a badge during school hours. Please bring any forgotten items for students to the front office for delivery. Please do not interrupt classrooms.

Arrival Procedures

Arrival by Carpool:

- Carpool begins at 7:30am.
- Enter the carpool queue from Airline ONLY, south of Wentwood. Please enter at the end of the queue and do NOT cut in front of other cars in the queue.
- Do NOT enter the carpool queue from Wentwood, Northwest Parkway, Villanova or Durham.

- While waiting, do NOT block any intersections and note that walkers and bikers will be crossing all intersections along the carpool route.
- Drivers will continue to move forward in the carpool queue until they enter the designated drop-off area in front of the school on Durham. **Students may ONLY exit a vehicle at the designated drop-off area where Hyer staff and Dads Club volunteers will unload 4 cars at a time. Students may NOT exit the vehicle at any other point along the carpool queue.**
- Students will enter the school through the front doors on Durham and be directed by staff to the gym to sit quietly until the 7:50am bell rings.
- Once students have safely exited the vehicle, drivers may pull onto Durham street, yielding to street traffic.
- Continue south on Durham. No right turn onto Wentwood.
- Please ensure caretakers understand the carpool procedures.
- The separate driveway south of the designated carpool drop-off and pick-up area is reserved for the first-in-line carpool auction winner and for sick child pick up during the school day.

Arrival of Walkers and Bikers:

- Students may arrive beginning at 7:30am. Students and parents walking or biking to school should enter the school through the doors on Wentwood. Bike racks are available by the Wentwood doors. Please arrange bikes neatly.
- Students unaccompanied by parents will be directed to the gym to sit quietly until the 7:50am bell rings. Students accompanied by parents will wait in the first-floor hallway as directed by a staff member until the 7:50am bell rings.
- Upon approaching the school, bikers should dismount and walk their bikes along the sidewalk and through all intersections. Please always have students walk their bikes along sidewalks that are congested with pedestrian traffic.
- Please remind students to stay on sidewalks at all times, even if the sidewalks are crowded. It is not safe for a student to be in the street!
- Please take note of where crossing guards are stationed as you plan your student's route to school.
- For those coming from west of Hillcrest, there will be a new pedestrian-activated crosswalk with overhead signal on the south side of Wentwood at Hillcrest. This intersection will be attended by two crossing guards during arrival and dismissal.
- Please cross streets at intersections ONLY, preferably intersections attended by crossing guards. Use extreme caution when approaching alleys.
- Please be aware of the carpool queue along Airline.

Dismissal Procedures

Dismissal Plan:

Prior to the start of the school year, parents will notify teachers of their plan for pick up – either carpool OR in-person pick up/walking/biking. Parents must use the same plan for pick up every day of the school year. Should a student be riding or walking home with another student, a note should be sent to the teacher that morning indicating the dismissal change.

Dismissal by Carpool:

- Dismissal begins at 3:15pm.
- Place your carpool sign on the passenger side dash of your car with the name of each child you are picking up. Use a sign even if you are only picking up one child. Each grade-level will have a designated color to help teachers run the carpool queue. Signs will be distributed by your teachers at Meet the Teacher Night. Additional signs will be available in the front office the first week of school.
- Enter the carpool queue from Airline ONLY, south of Wentwood. Please enter at the end of the queue and do NOT cut in front of other cars in the queue.
- Do NOT enter the carpool queue from Wentwood, Northwest Parkway, Villanova or Durham.
- While waiting, do NOT block any intersections and note that walkers and bikers will be crossing all intersections along the carpool route.
- Drivers will continue to move forward in the carpool queue until they enter the designated pick-up area in front of the school on Durham. Students may only enter a vehicle in this designated area where Hyer staff will load 4 cars at a time.
- Once students have safely entered the vehicle, drivers may pull onto Durham street, yielding to street traffic.
- Continue south on Durham. No right turn onto Wentwood.
- Please ensure caretakers understand the carpool procedures.
- The separate driveway south of the designated carpool drop-off and pick-up area is reserved for the first-in-line carpool auction winner and for sick child pick up during the school day.

Dismissal for Walkers or Bikers:

- Dismissal begins at 3:15pm.
- Students walking, biking or meeting their parents will be released through the doors on Wentwood.
- Please note that kindergarten and first grade students may NOT ride their bikes or walk home without an adult or older sibling.
 - Kindergarten students will wait on the porch near the dismissal door and will be released to parents at the “Kinder Pick Up” sign when the child “checks out” with a teacher.
 - First Grade students will wait under the large tree by the “First Grade Pick Up” sign and will be released to parents when the child “checks out” with a teacher.

- Parents or older siblings should wait for second – fourth grade students near the Wentwood doors. If not meeting a parent, second - fourth grade students are encouraged to walk or ride their bikes home with an adult or group of other students.
- Upon leaving the school, bikers should walk their bikes along the sidewalk and through all intersections. Please have students walk their bikes along all sidewalks that are congested with pedestrian traffic.
- Please remind students to stay on sidewalks at all times, even if the sidewalks are crowded. It is not safe for a student to be in the street!
- Please take note of where crossing guards are stationed as you plan your student’s route from school.
- For those heading west across Hillcrest, there will be a new pedestrian-activated crosswalk with overhead signal on the south side of Wentwood at Hillcrest. This intersection will be attended by two crossing guards during arrival and dismissal.
- Please cross streets at intersections ONLY, preferably intersections attended by crossing guards. Use extreme caution when approaching alleys.
- Please be aware of the carpool queue along Airline.

Parking

- There should never be any unattended cars parked in the queue lane during arrival/dismissal times.
- Parking can be found on the streets surrounding the school, except where prohibited by parking signage or painted yellow “no parking” curbs.
- Please be respectful of our neighbors and do NOT block residential driveways or alleys.
- It is illegal to park within 20 feet of an intersection, including alleys, or within 30 feet of a stop sign. Doing so impedes drivers’ visibility as they approach an intersection and puts pedestrians, as well as other drivers, at risk.
- Unless otherwise communicated by Hyer, parking is NOT allowed in any of the Northway Christian Church parking lots. Parents may NOT use the church parking lots for drop off or pick up.
- Parents may NOT drop off or pick up their students from Wentwood, Villanova, Durham (other than in the carpool queue) or Northwest Parkway.
- The separate driveway south of the designated carpool drop-off and pick-up area is reserved for the first-in-line carpool auction winner and for sick child pick up during the school day.