

# **Redland Elementary School**

**2025-2026**

**Arrival/Dismissal Plan**

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Creating a smooth and safe arrival and dismissal plan for an elementary school requires clear procedures, effective communication, and staff supervision.



# Arrival

## General Guidelines:

- Supervision starts at: 7:30 AM
- **School start times:**  
**8:20 AM (Grades PreK-1<sup>st</sup>) & 8:35 AM (Grades 2<sup>nd</sup> – 5<sup>th</sup>)**
- Staff and security will be stationed at key locations to assist students.
- No student should be dropped off before supervision begins.
- Use the single designated drop-off lane.
- Staff assist students in exiting vehicles safely.
- Parents remain in their cars. No parking in the drop-off lane.
- Cars exit in an orderly flow to prevent congestion.

## Bus Riders:

- Buses unload in a separate designated area (North side of school in drop off zone)
- Staff will help younger students exit safely and direct them to their locations.
- Buses arrive in staggered waves.

## Walkers & Bike Riders:

- Crossing guards stationed at major crosswalks.
- Students enter through a designated gate.
- Bike riders must walk their bikes once on school grounds and park them in the bike rack.

### **Inclement Weather Plan:**

- Adjust entry points for safety.
- Use cafeteria/hallways for temporary holding areas before school starts.

# **Dismissal**

### **General Guidelines:**

- **School Dismissal times:**  
**1:50 PM (Grades PreK-1<sup>st</sup>) M-F & 3:05 PM (Grades 2<sup>nd</sup> – 5<sup>th</sup>) M, T, TH, F**  
**1:50 PM WEDNESDAY EARLY DISMISSAL for all students Grades PreK-5<sup>th</sup>)**
- Teachers supervise and escort students to designated areas.
- Staggered dismissal times may help avoid congestion.
- Dismissal Procedures by Mode of Transportation:

### **Car Riders:**

- Parents display a school-issued name tag for pick-up on passenger side of dashboard
- Staff escort students to cars (younger students first).
- No parking in the pick-up lane.

### **Bus Riders:**

- Students line up by bus number in the designated area.
- Staff supervise boarding.
- Buses depart in an organized manner.

### **Walkers & Bike Riders:**

- Walkers dismissed from a designated exit with a staff member.
- Younger students meet an approved guardian at a pickup location.
- Bike riders walk their bikes off school property before riding.

**After-School Care Students:**

- Report directly to the after-care program. Escorted by an ASC staff member.
- Staff check attendance and supervise transitions.

**Early Pick-Ups:**

Parents must check in at the front office. Early dismissals end 30 minutes before regular dismissal unless pre-approved.

# Inclement Weather Plan

- Walkers/bike riders held inside until conditions are safe.
- Adjust car and bus pick-up locations as needed.
- Additional Safety Measures:
  - Staff & SRO Supervision
  - Admin, teachers, and Officer Fernandez ensure safety.
  - Security Cameras & Signage Clear directional signs and video monitoring.
  - Radio Communication: Walkie-talkies for key personnel.
  - Training & Drills: Staff and students practice procedures regularly.

