

## **Arrival and Dismissal Procedures**

MAV uses a convenient “line” to begin our school day and again at dismissal. We start “doors” at 10 minutes before the start of class and end “doors” 20 minutes after the start of class for the 8:00 am car line. Other car line times use the 5 minutes before and after the start of class timeframe.

When you pull into the driveway, make sure your name **sign** is **clearly visible** in the windshield and placed on the passenger side visor. Your child(ren) should get **unbuckled, collect all of their things** and **be ready** to get out of the car

BEFORE your car arrives at the school door. Your child should **have their hat, coat and gloves on their person**. They should have **classroom items in one hand and their lunch in another** (if they bring one). This is the start of **continuity of responsibility** that we are teaching your child. All their clothing and belongings are **their responsibility** when they arrive in the classroom so it should also be their responsibility when they are in the car. When you get to the door, pull up far enough that your open vehicle door matches the open school door, allowing your child to move easily into the school and keeping staff

members and your child dry during inclement weather.

### ***Walking Your Child In***

The arrival line will be slowed by families who choose to walk their child into the building. More importantly, walking your child in between moving vehicles presents a **safety concern**. If you have a time constraint, leave home earlier

and be the first car in line; or if you must walk in, try to arrive before or after the line to do so. If you have business to conduct in school, drop your child off in line and then park your vehicle and come into the building. If you must walk your child in during the arrival line, please **park in the MAV parking** lot and hold your child’s hand while escorting them into the building. When you walk

in the parking lot, please walk along the **North side of the car line**. DO NOT WALK YOUR CHILD IN FRONT OF THE FIRST CAR IN LINE or

IN BETWEEN THE CAR LINE AT ANY TIME. Please **do not park in the circle** at all during line time as it is a safety concern for children walking in between moving cars as well as your car will block the drive, in case of an emergency.

### ***Hazards of the Car Line/Line Etiquette***

Please do not allow your child to hang out the window or sun roof while waiting in the car line. If you must bring a pet with you in your car, please have the **pet restrained with a leash**. We are always concerned when pets are present because the pet might sense a threat to your child when we reach in your car to help your child out of their seat.

As a non-smoking campus, we also would like to ask parents to refrain from smoking in their car during our carline. Please refrain from cell phone usage for the safety of all in the parking lot.

Please do not block the entrance to the MAV staff parking lot as well as the entrances of the neighboring businesses.