



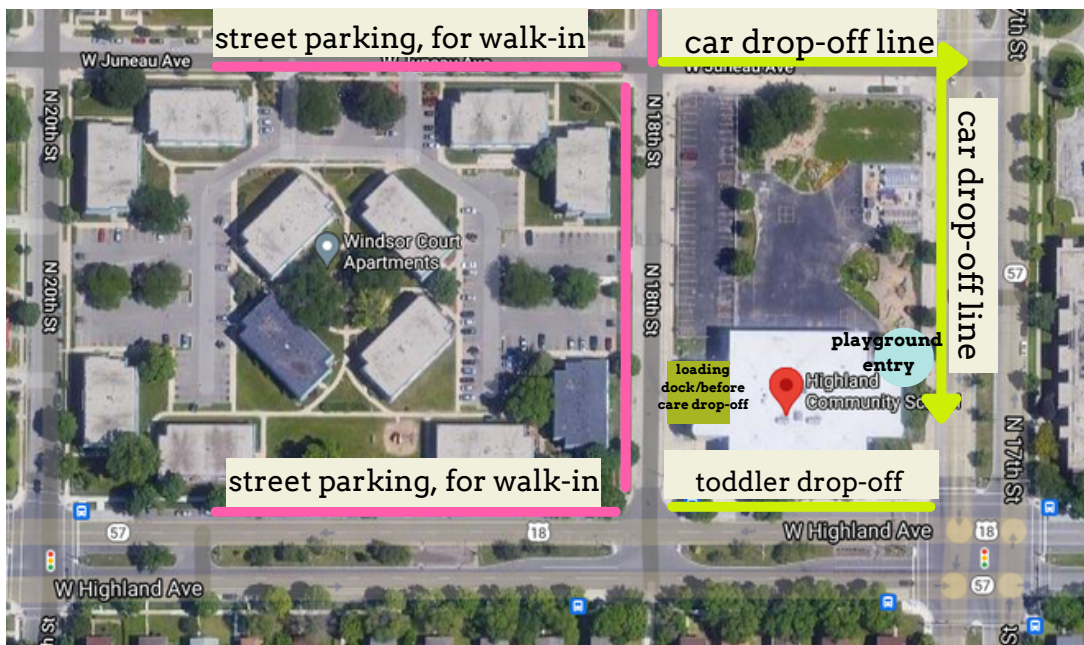
MOVING TO & THROUGH THE SCHOOL

SCHOOL DROP OFF

Parents will not be permitted inside the building during drop-off and pick-up times. Times will be staggered by grade level to limit traffic. Classroom days will be extended slightly in the morning and afternoon to allow for staggered arrival/dismissal while also limiting the impact on families with siblings across grades. Siblings may arrive together.

Car line will wrap around from Juneau Avenue to 17th street. If proceeding through the car line, please stay in your vehicle. Staff will guide children to their class line on the playground.

Children's House families who prefer to walk their child(ren) to the playground, please park your car on 18th street or along Highland, west of 18th street. Please **do not** park on Juneau, 17th or in front of the building on Highland, as these areas are reserved for the car drop-off line, and toddler arrivals. While construction continues, the only playground access point is on 17th street.



STAGGERED ARRIVAL TIMES

8:00 AM – Upper Elementary / Adolescent Program

8:10 AM – Lower Elementary

8:20 AM – Children's House

Classroom assistants will station on the playground at their arrival time to collect their students. Students will go up their designated stairwell to class as a group with their classroom adult. Upper Elementary & Adolescent Program students can go directly to class upon arrival. Classroom assistants at these levels will support drop off by monitoring halls and stairwells.

Toddler Classrooms will drop-off at the classroom doors on Highland Avenue.

Before School Drop Off

For students participating in the Before School Program (BSP), Parents should proceed to the loading dock and call the main number so that an HCS staff can meet you at your car. Please make sure that your student is prepared and ready to exit the car at time of call.

SCHOOL DISMISSAL

Afternoon pickup will take place outdoors on 17th street. Families with multiple children should arrive at the latest pick-up time in their family. Each family will receive a placard with a unique number for their family. Additional support staff, as available, will be present at exits to help facilitate. Toddler families will dismiss from their classroom doors on Highland Avenue. **Students must be picked up by an authorized adult.**

Staggered dismissal times

11:30 AM - K3 students

3:15 PM - Children's House (K4 & K5)

3:25 PM - Lower Elementary

3:35 PM - Adolescent Classroom & Upper Elementary

Please note, the K3 program runs from 8:30 AM - 11:30 AM. K3 students should be picked up by 11:30 AM.

Aftercare Pick Up

When picking up after the end of the school day, parents should proceed to 18th street and call the main number so that an HCS program staff can walk the student to their car. Students must be picked up by an authorized adult.

TRANSPORTATION

Highland does not provide transportation for any of our students.