



| Arrival and Dismissal Timeline                           |  |
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| Arrival / Drop-off Times:<br><b>Do Not Arrive Early</b>  | 6:50 AM - 7:30 AM – Kindergarten through Grade 5<br>8:00 AM - 8:30 AM – MYP Years 1-3 (6 <sup>th</sup> – 8 <sup>th</sup> ) |
| Dismissal / Pick-up Times:<br><b>Do Not Arrive Early</b> | 2:10 PM - 2:45 PM – Kindergarten through Grade 5<br>3:10 PM - 3:45 PM – MYP Years 1-3 (6 <sup>th</sup> – 8 <sup>th</sup> ) |
| <b>Registered K-5 Carpools Only</b>                      | 2:00 PM – 2:10 PM  |
| <b>Registered 6-8 Carpools Only</b>                      | 3:00 PM – 3:10 PM  |

The campus is locked down at 1:45 PM. Early dismissal is NOT permitted after this time. Students will NOT be permitted to walk or ride a bicycle home without a completed Walker / Biker Registration Authorization Form on file.

### During arrival and dismissal pick-up and drop-off:

1. Enter the campus from the West entrance and proceed around the access road, underneath the Franklin Academy arch to enter the queue lanes. DO NOT enter the bus loop lane.
2. Do not park your vehicle and walk in to the school; do not leave your vehicle idling or parked curbside; do not park offsite or in any “No Stopping” or “No Parking” Zones.
3. The dashboard placard (provided to you) with your child’s name must be displayed on the passenger side dashboard the entire time your vehicle is on campus.
4. Do not use your cell phone while in the car lane; please look for and follow staff’s direction at all times.
5. Upon reaching the pick-up / drop-off curb, pull all the way forward to allow additional vehicles to queue behind you; your child(ren) should be looking for you and follow you to your forward stopping point.
6. Once child(ren) is/are loaded, carefully pull into the bypass lane to exit the campus.