Rancier Middle School Dismissal Procedures

\*\*Arrival and Dismissal Procedures for Parents and Guardians\*\*

Dear Parents and Guardians,

We trust this message finds you in good health. We wish to highlight the upcoming procedures for student arrival and dismissal, vital components that contribute to a smooth and effective school environment. Please familiarize yourself with the following guidelines to help ensure a seamless process for everyone involved.

\*\*Arrival Procedure:\*\*

1. The school building will be accessible starting at 7:30 a.m.

2. Students arriving by bus will be accompanied by designated staff members to the appropriate drop-off and assembly areas.

3. Students will enter the building through the designated student entrance.

4. Upon entry, students' identification cards and adherence to the dress code will be verified at the entrance.

5. Students having breakfast will proceed to the cafeteria, while those not having breakfast will proceed to their respective grade-level hallways.

6. The morning bell will ring at 8:00 a.m., signaling the start of the school day.

\*\*After School Expectations:\*\*

1. Dismissal time is at 3:30 p.m. All students will exit the building according to their grade levels and head towards the nearest exit.

2. We appreciate your patience during parent pick-up, as congestion may occur. Kindly remain in line to ensure a smooth process.

\*\*Dismissal Procedures:\*\*

1. Bus riders will board buses from the designated side of the building.

2. We encourage walkers to promptly leave the campus and make their way home.

3. For students not participating in after-school events, we kindly request that they exit the campus by 3:35 p.m.

4. Students involved in after-school activities will report directly to their designated location.

We deeply value your cooperation in adhering to these arrival and dismissal procedures, as they greatly contribute to the safety and efficiency of our school environment. Your dedication to maintaining order and safeguarding the well-being of our students is highly appreciated.

If you have any inquiries or require further clarification, please don't hesitate to contact the school administration.

Thank you for your continued commitment to the success and thriving community of our school.

Best regards,

Dr. Janelle Muhammad

Principal

Rancier Middle School