



Arrival/Dismissal Times & Procedures

Monday - Thursday

Arrival (K-12) 7:45

Dismissal Times

2:45 Kindergarten - 2nd

3:00 3rd - 5th

3:15 6th - 12th

Friday

Arrival (K-12) 7:45

Dismissal Times

12:30 Kindergarten - 4th

12:45 5th - 12th

Student Drop-Off & Pick-Up Procedures

All students will arrive and depart from the semi-circular drive location at the front entrance of the school, located on Lincoln Avenue (**There is no walk-up location or alternate entrance**).

Vehicles should enter the line with the RLA car tags secured on rearview mirrors. RLA car tags are part of RLA safety protocols, and help to ensure the safe arrival/departure of students.

Students will not be dismissed to vehicles without RLA car tags/government issued photo identification. Vehicles missing car tags will be directed to exit the arrival/departure lines to allow the traffic flow to continue unobstructed.

Parents **remain in their vehicle** and follow directional signs and requests made by any RLA staff directing traffic. Students will exit/enter vehicles from the passenger side, and RLA staff will assist with helping students exit and enter vehicles and enter the school.

Families with multiple RLA students having different dismissal times will pick up **ALL** children at the **latest** pickup time for all children. Younger siblings will wait and be dismissed at the later time with the older sibling. Parents who arrive early, and who have older students dismissed later, will be asked to exit the line and reenter at the appropriate dismissal time of the older RLA student. **Students will not be dismissed early to depart with younger siblings. Any early departure will be marked as an early departure and count towards students' tardies/absences.**

Students should be fully dressed in RLA school uniform, have backpacks and personal items ready, and be prepared to exit vehicles.