



Your children's safety and well-being is our number one priority. Please help us by making yourself aware of and following these guidelines and rules.

Arrival and Breakfast:

Students should arrive at school in the morning between 7:30 am and 8:00 am. Students may not arrive before 7:30 a.m. as there is no adult supervision prior to 7:30a.m. Breakfast is available in the cafeteria beginning at 7:30 am and ending promptly at 7:55am. Students wanting to have breakfast should enter the front doors and arrive inside the Cafeteria doors prior to 7:55a.m. If your child does not eat breakfast, he/she should go directly to the gym to be supervised until 7:55a.m. At 7:55a.m. all students are escorted to their classrooms. After 7:55a.m. all students should go directly to their classrooms. **PRE-K PARENTS MUST STAY WITH THEIR STUDENTS IF THEY EAT BREAKFAST.**

Pre-K Arrival and Dismissal

Morning Pre-K students begin at 8:00 am and are dismissed at 10:55 am. Afternoon Pre-K begins at 12:35 pm and is dismissed at 3:30 pm. **All Pre-K students MUST be supervised by a parent or guardian prior to being released to their teachers.**

Tardies

The tardy bell rings at 8:00am. DuncanvilleISD policy stated that students are considered tardy if they are not in their classroom at 8:00a.m. All students who are tardy must receive a tardy pass prior to going to their classrooms. Please remember that 4 tardies are changed into an absence on the students records.

Dismissal

School is dismissed at 3:30pm.

Traffic Flow:

ALL STUDENTS WILL BE LOADED INTO CARS ONLY IN THE RIGHT LANE CLOSEST TO THE SCHOOL. The middle lane of our front driveway is designed for continuous movement. Please do not stop in this lane to drop-off or pick-up your child. Parents will be asked to drive all the way down the right lane to pick up their child. We will send your child to that location to be picked up. Our goal is to ensure the safety of your child. Please use the car rider signs which have been provided. Please place them in the front windshield of your car. This helps to expedite the dismissal process. If you are parking in the parking lot or in the street and walking to get your student, please use the CROSSWALK AT ALL TIMES! Students should never be asked to enter the traffic lane. ALWAYS pull to the curb or park in the front parking lot. At dismissal all students are instructed to walk down to end of the driveway and will be instructed by a teacher when they are able to enter

Visitors

Parents and students MUST enter the building through the front doors. No one should enter the side doors at any time. All parents and visitors MUST be checked in through the front office and receive a Visitors Pass prior to entering the Cafeteria and/or classroom areas.