

AES ARRIVAL & DISMISSAL PARENT INFO

Morning Arrival:

FCS students will arrive at school via car or bus. Remember, parents / guardians are not allowed in FCS facilities on the first day of school in order to preserve and maintain a safe environment for everyone on campus. All parents have the opportunity to visit the campus and meet teachers on Aug 8th.

Morning arrival starts at 7:15 and ends at 7:50. Students arriving prior to 7:45 will report to the cafeteria if they want to eat breakfast or to their homeroom hallway if they do not want to eat breakfast. All students will be released to homeroom at 7:45 and the tardy bell will ring at 7:55. Students arriving after 7:55 will need to be signed in at the front office. Homeroom is from 7:50 - 8:00 and instruction begins promptly at 8am, so please make sure your student arrives on time each day.

Car riders will be dropped off on the backside (gym side) of the campus and bus riders will unload on the frontside (Hwy 140 side) of the campus. There will only be one car line in the mornings and all students will need to exit their vehicle from the passenger side for safety reasons. We will have AES staff on the sidewalk each morning to supervise students as they arrive, but students will need to get out of their vehicle quickly and report to their hallway or the cafeteria. Students need to have all of their belongings ready to exit the vehicle upon entering the unloading / sidewalk area.

Parents should stay in the vehicle at all times. Pull all the way to pole #1 of the car line to drop off. Cars will fill in behind you. We only drop off 9 vehicles at a time. At no time should a parent/guardian pull into the staff parking lot to drop a student off or attempt to walk them across the car line. This is a significant safety risk.

Afternoon Dismissal:

We will continue to use Silent Dismissal beginning the first day of school this year. All car riders will need to get their Silent Dismissal tag prior to the first day of school. These will be printed on colored card stock and will be available at Open House or they can be picked up at the front office during pre-planning. We are very excited to add a second car line in the afternoons to help ease the traffic congestion on campus at dismissal. We do ask for your patience the first couple of weeks as our new students and parents learn the procedures.

All car riders will be dismissed to the gym at 3:00. Car riders will sit quietly by grade level and wait for their name to be called over the microphone in the gym. Parents must have their Silent Dismissal tag ready and visible as they pull through the car lines so a staff member can scan their tag. This will then prompt a staff member in the gym to call that student's name. That student will then report to the sidewalk loading area and the corresponding numbered pole. Parents must pull to the pole number you were given as your tag was scanned. *It is absolutely critical that students listen for their pole number and for parents to pull to that pole number.* If students are not picked up at the correct pole it will cause the entire line to be out of order, which will cause delays for everyone.

It will be very important for parents to stay in the lane they are in when their tag is scanned. The first lane will circle the staff parking lot and load next to the sidewalk. The second lane will go through the staff parking lot and load on the outside lane of the sidewalk area. We will load two lines of 9 cars at a time—one on the inside lane and one on the outside lane. We will have staff members on duty between the two lanes to supervise students getting into their vehicles, and we will have a staff member in front of the cars to hold them in place until all students have loaded. When that staff member releases the two lanes all 18 cars will need to merge back into one lane in order to exit the campus.

If your student does not report to the loading area at the appropriate time you will be asked to pull forward past pole #1 and behind the gym to wait for your student. This will prevent additional delays to the rest of the car line and the overall flow of traffic. Please remind your student to stay quiet in the gym and listen carefully for his or her name each afternoon in order to keep the line flowing smoothly.

If a parent does not have the student's Silent Dismissal tag he/she will be asked to park and wait for an administrator. Please have your driver's license ready for the administrator to view and call into the office to verify the adult is on the student's authorized pick up list. This can lead to the parent waiting for several minutes, so it is always best to have the Silent Dismissal tag. We cannot accept pictures of the tag on your phone. If a parent is picking up multiple students (your child and a friend's child, for example) the parent must have both student's tags. This is a student safety issue that we take very seriously, so please make sure you have your tags with you.

Parents should not pull around the front of the school to get their student from the front office. This can cause vehicles to block the bus lane at dismissal. Furthermore, students will not be released from the front office between 2:50 and 3:20 due to office staff helping with dismissal. If your child has an appointment right after school please be sure to sign them out before 2:50.

Car Riders Dismissal begins at 3:00 and ends at 3:30. All students not picked up in car riders with a car tag by 3:30 will be sent to the cafeteria. Parents must walk to the bus loading area (cafeteria door) to show your car tag at that point for the student to be released. This takes longer. Please make every effort to be in the car line by 3:30. Any student remaining at AES at 3:40 will be checked into After School Care. You must bring your car tag or official ID to pick your children up from After School Care.

Bus Riders / After School Care students will remain on their grade level hallway until they receive notification that it is time to load their bus or report to After-School Care.

Any child under the age of 9 must have an adult at the stop waiting in clear view for the child to be dropped off. Drivers are mandated to return to school with any child under the age of 9 if an adult is not visible and in eye sight of the driver. After a child is returned to school a 2nd time, FCS bus policy requires the student to be a car rider in the afternoons for 3 days, followed by additional days each time a child is returned to school when an adult is not at the stop to meet the child under the age of 9. Floyd County Schools does not take bus changes over the phone due to the safety of the students. We do not know who is on the other line or who is waiting at the bus stop to get the student.

After School Care begins at 3:30. If you need your child to remain in ASC for the day, you must make prior arrangements by sending your child's teacher a note. If you call the school to make arrangements for ASC, it must be done by 2:30.

[Here is an aerial view of our campus to help you become familiar with the bus loading/unloading areas and the car lines.](#)

[Here is a video showing the new car rider process with two lines in the afternoon.](#)

[Here is a graphic to help you remember important car rider procedures.](#)

Your student's safety is our top priority. Please help us ensure the safety of all students at morning arrival and afternoon dismissal by following these procedures.