

ROBERT FROST MIDDLE SCHOOL
ARRIVAL AND DISMISSAL PROCEDURES FOR 2020-2021

3 Parking Lots referenced:

Old Country Road (North Lot off of Old Country Road by the American Red Cross Trailer)
Half Hollow Road (East Lot off of Half Hollow Road)
Pitt Ave (South Lot off of Pitt Ave)

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY

Section 1174 of the Vehicle and Traffic Law prohibits motorists from passing stopped school buses while they are boarding or discharging school children on school property.

To allow for safe bus arrival and departure, the parking lots and entrances on Half Hollow Road and Pitt Avenue are closed to all vehicular traffic during the following hours:

7:30 a.m.–8:30 a.m.; 2:10 p.m.–2:50 p.m. & 3:10 p.m.–3:45 p.m.

ARRIVAL

If you are driving your child to school:

Please enter the Old Country Road parking lot (see map) when dropping off students for arrival. This will ensure their safety. Please note that students dropped off before 7:40 am will not be supervised. Arrival procedures will begin at 7:40 am.

- Enter the parking lot off of Old Country Road
- Drive forward until you reach the awning of the main entrance, or until you are behind the car in front of you
- Wait patiently in your car until you are approached by a staff member. The staff member will take your child's temperature through the open window. If a child registers a fever as defined by the DOH and CDC, you will be asked to take your child home. If your child does not present with a fever, they will exit the vehicle and follow staff instructions for observing social distancing until they are allowed to enter the building.
- Please, be patient with our staff and your fellow parent drivers. This is a new procedure for everyone, so please be kind and respectful.
- Do not allow your child to exit the vehicle until a staff member has given permission.
- Do not drop your child off anywhere else but in this parking lot following this procedure.
- Plan accordingly. We expect that this may take some time to get through all of the cars.
- Exit the parking lot by continuing to drive in a wide counter-clockwise direction (see map).
- You will exit the parking lot utilizing the same driveway used when you entered.

If your child will take the bus:

Students arriving via bus transportation will be dropped off in either the Half Hollow Rd. parking lot or the Pitt Ave. parking lot, depending on the number of their bus (see map).

- Students' temperatures will be screened by a staff member as they exit the bus.
- If a student does not present with a fever, they will be directed to either the breakfast program if they participate in it, or directed to social distancing markers to await entrance into the school.
- Students who present with a fever will be escorted directly to the nurse's office for isolation, and a parent will be contacted to pick their child up immediately.

If your child is a walker or rides a bicycle:

Walkers should continue to utilize the walkers crosswalk on Half Hollow Road in the parking lot. Walkers will be scanned for temperature as they cross the crosswalk. Any student who presents with a fever will be escorted directly to the nurse's office for isolation, and a parent will be contacted to pick their child up immediately. All students who ride their bicycles to school must wear a helmet per New York State Law.

NO STUDENT WILL BE ALLOWED TO WALK IN, or WALK ACROSS ANY PARKING LOT. This is incredibly dangerous! Do not drop your children off on the sidewalk anywhere around the school. Please adhere to these procedures to help us protect the safety of your children.

DISMISSAL

Dismissal will be staggered. Walkers will be dismissed first, followed by students who are being picked up by their parents in the Old Country Road parking lot. As buses arrive, students will be called to their buses by number. Students should report directly to their bus, car or should start walking home. Reminder, all students who ride their bicycles to school must wear a helmet per New York State Law.

Students will be dismissed from their 9th period class.

If you are driving to pick up your child from school:

- Enter the parking lot off of Old Country Road
- Drive forward until you reach the awning of the main entrance, or until you are behind the car in front of you
- Wait patiently in your car until you approach the awning. Students will be released to your car from the awning. Students will not be permitted to walk directly to your cars for dismissal. This will help us avoid traffic, congestion and confusion in the parking lot.
- Please, be patient with our staff and your fellow parent drivers. This is a new procedure for everyone, so please be kind and respectful.
- Please be advised that students will not be allowed to cut through the parking lots to get to their parents' cars.
- Parents are asked to comply with Suffolk county NO PARKING signs that are posted on Half Hollow Road in front of the school. Please do not park on the street and wait for your children to meet you. Please, follow safety pick up and drop off procedures.
- Please abide by all signs and directions given by staff members.

If your child will take the bus home:

- Students will be called to their buses as they arrive. The bus number will be called over the public address system, and students will be directed to leave their classroom and report directly to their bus.

If your child is a walker or rides a bicycle to school:

- Your children will be dismissed first and will be directed to leave the school campus via the student walkway on Half Hollow Rd. Staff will be on duty to supervise their dismissal.

At this time there are no before or after school activities to attend. When that changes, we will inform you of any changes to these procedures. Thank you again for your anticipated support! The safety of your children is our number one priority. These systems are set up for their protection.