

Lighthouse Drop off and Pick-up Procedures

Our scholars' safety is our number one priority as without a safe and supportive environment, we will not be successful in teaching. With that said, we ask of you, our parents and guardians, to be respectful at all times with the following safety guidelines.

- Stay OFF your phone.
- Honk horn ONLY if you see an unsafe situation that needs immediate attention.
- NO yelling, profanities, or inappropriate hand gestures.
- Obey all traffic signs.
- Be kind...this process can be frustrating and stressful for all participants. Assume we are ALL trying to make it as safe and efficient as possible.
- If you have comments or concerns, please contact the school's principal at: 916-744-1212 or kschene@lighthousecharterschool.org.

IN THE MORNING -

ALL Gates open at 7:30 and will lock again at 8:30.

THERE IS NO SUPERVISION ON OUR CAMPUS PRIOR TO 7:30.

Grades TK-K

At 7:30, it is appropriate for TK and Kinder parents to come on to campus and assist their scholars in hanging up backpacks, putting snacks and waters on the carts by the classrooms, and walking with them to the Kinder playground before leaving campus. Parents choosing to stay on the Kinder playground with their scholar must leave campus at 8:30 when it's time for scholars to begin the school day. Any parents electing to stay after the 8:30 bell, will be considered a "volunteer" (please inquire in our office regarding becoming a volunteer)

Grades 1-8

We ask that all families utilize the drop off loop and follow the drop-off procedures as outlined on the map included. (If you have a TK or K student, he/she may come on to campus with you when you drop off your TK or K student). If not using the drop-off loop, please find an appropriate parking spot in our community and walk your scholars on to campus. Parents choosing to stay on the playground with their scholar must leave campus at 8:30 when it's time for scholars to begin the school day. Any parents electing to stay after the 8:30 bell, will be considered a "volunteer" (please inquire in our office regarding becoming a volunteer).

- Students should be ready to exit the car on the right side of the vehicle.
- Backpacks and any supplies should be easily accessible to the student, not in the trunk of the car.
- A staff member will be at the drop off to assist, please do not get out of your car (this slows the drop of process and makes for an unsafe environment). Please give kisses and hugs prior to getting in the car.

AFTER SCHOOL - PLEASE BE MINDFUL AT ALL TIMES OF OUR BRYTE COMMUNITY WHEN PARKING AND WAITING FOR YOUR SCHOLARS.

Pick up Loop gates open at 3:00 and will close between 3:35-3:40.

Campus gates open at 3:10 and close at 4:00.

THERE IS NO SUPERVISION ON OUR PLAYGROUND AFTER SCHOOL. All teachers and staff are monitoring scholar safety during the pick-up process. Any parent/guardian electing to stay on campus for students to play are responsible for monitoring their scholar's safety. Students are not allowed to be left on campus, unsupervised, after school hours. No bikes, scooters, or skateboards (etc.) should be ridden on campus.

TK -

Parent Pick-up at Gate at 1:00:

Grades KN-8

Pick-up Loop gates open at 3:00 and close between 3:35-3:40.

Campus gates unlock at 3:10 and lock at 4:00.

A placard (**with your scholar's NUMBER**) must be visible on the driver's side dash of your car to allow our staff to efficiently call names for dismissal. If you are participating in a carpool, all student numbers must be visible on the dash. (Cardstock is available in the office).

NUMBER(s)

A staff member will enter the number of your scholar and the students will be released from their teacher and sent to the line for pick-up.

- Students will enter car on the right side of the vehicle.
- Backpacks and any supplies should be placed in the car with the student or the truck should be accessible to our staff assisting without the driver exiting the vehicle.
- A staff member will be at the pick-up to assist, please do not get out of your car (this slows the drop of process and makes for an unsafe environment). Please give kisses and hugs when you arrive at your destination.