

SEPTEMBER 2020

Dear BES Parents,

Welcome to a new school year! Student safety is an important concern at Boyertown Elementary School. For this reason, our school safety committee has created these **ARRIVAL** and **DISMISSAL PROCEDURES**. Please keep this page for future reference.

**ARRIVAL:**

Students are allowed in the building at 8:20 a.m. Classes begin at 8:40 a.m.

- Walkers enter at the front and side entrances.
- Car riders are dropped off at the side entrance of the school.
- Bus riders enter through the front entrance of the school.
  - **Late arriving students (any time after 8:40 a.m.) must be signed in by a parent/guardian at the main entrance door.**

**DISMISSAL:**

- **Walkers:** Exit the school by the fifth-grade doorway and continue down the sidewalk at the front of the school to Madison Street. Those walkers who live in Presidential Estates exit through the side doors near the gym and proceed to the school's paved path to the development.
- **Bus Riders:** Bus riders exit out the front doors.
- **Car Riders:** Exit the school at the side parking lot; students will be brought to their parent/guardians' cars in the car rider line, according to the pink number sign displayed in each.
- **Parent Pick-up:** Parents/Guardians may park their car in the side parking lot and report to the main door to have their child report to the main office for pick-up. Parents will be asked to show a form of picture identification when they pick up their child. \*If someone other than the parent or guardian is picking up the child, a note must have been sent in to the classroom teacher stating that information.

**PLEASE NOTE:**

At dismissal, the **car line is only for cars that have the PINK signs.**

If you do not have a PINK sign, you will need to park in the side parking lot and proceed to the main entrance to sign out your child.

**Parents/Guardians wishing to pick up their child in the car rider lane should fill out and return the attached form to the school by October 16, 2020. HARD COPIES ONLY PLEASE, no emailed forms will be accepted.**

A PINK sign will be issued. The sign should be displayed in the windshield when the parent/guardian or designated person arrives for pickup.

**PLEASE NOTE – You may use your previous school year's BLUE car rider sign (19-20 school year) only until Friday, October 16, 2020. Effective Monday, October 19, 2020 only PINK car rider signs will be honored.**

If you have any questions, please contact the main office at 610-369-7462.

# Boyertown Elementary School

## PARENT CAR PICK-UP FORM

This form is to be filled out by a parent/guardian **ONLY** if you will be using the car rider pick-up lane. You must have a PINK sign for this procedure. Please only fill out one form per family.

Child's name	Teacher's name	Grade

List the **name(s) of the person/people who will be picking up your child**. If your child is picked up by a baby-sitter or a CCD parent, please remember to include them. Each person will receive a PINK number sign.


*\*If you had a car rider number last school year, please note the **number** here: \_\_\_\_\_*

**PLEASE RETURN THIS FORM TO YOUR CHILD'S TEACHER**