

## 2020-2021 Kiss and Ride Procedures

- **2-Day** arrive 9:00am and leave 12:45pm - Wed & Fri
  - Front of School Entrance: Fish & older siblings
- **3-Day** arrive 9:00am and leave 12:45pm - Mon, Tues & Thurs
  - Front of School Entrance: Turtles & older siblings
  - Back Preschool Entrance: Bears & older siblings
- **PreK** arrive 9:15am and leave 1:00pm – Mon-Fri
  - Front of School Entrance: Frogs, Elephants
- **PreK Bridge** arrive: 9:15am and leave 1:45pm – Mon-Fri
  - Back Preschool Entrance: Honeybees, Monkeys

*\*Back Preschool Entrance: parents pull up to the tot lot loop area / back preschool entrance*

*\*Front of School Entrance: parents pull up to front step area*

- **Morning Drop-off:**
  - Have family name sign prominently displayed in front passenger side dashboard.
  - Review screening questions on backside of the sign and be prepared to answer at drop-off.
  - Parent and student wear mask during drop off.
  - While waiting in line, please unbuckle and prepare your child with tote bag to exit the car on the right side (passenger side) of the car. Teachers are not allowed to go inside the vehicles. Please give your child a kiss and hug goodbye BEFORE the teacher reaches the car.
  - Pull-up to front of line, roll down window to answer screening questions and have child's temperature taken. Please stay in the car during this process.
  - Teacher will help child exit the car, get hand sanitizer and direct them to the waiting area.
- Please remain in the car unless you are unbuckling your child.
- If your child is not ready to exit the car, please drive past drop off and swing back around to the end of the line so that we can take a little extra time to assist in helping your little one.
- If you answer, "Yes" to any of the screening questions or your child's temperature is 100 degrees or higher, you will be asked to pull up to the "Stop and Buckle" area. We will then do additional screening.
- **Afternoon Pick-up:**
  - Have family name sign prominently displayed in front passenger side dashboard.
  - Parent wear mask during pick off.
  - At pick up, teachers will put child/bag in vehicle, parents will pull forward into the designated "Stop and Buckle" spaces and buckle child in. Teachers will not buckle children in their car seats.
    - Front of building = spaces ahead of the front steps so these spaces cannot be used for parking
    - Back of building = spaces next to the gym wall
- Please let us know if someone, other than you, will be picking up your child or if your child will be picked up early. You can email [littleprouts@lintonhall.edu](mailto:littleprouts@lintonhall.edu) or call 571-428-2565.
- If someone new is picking up your child, please make sure the individual's name is on the Transportation form and remind them to bring a photo ID for verification.
- **Additional Details:**
  - Siblings may be dropped off at the earliest drop off time.
  - Kiss and Ride is conducted in two lanes. There is enough space to have TWO lanes as you go around the school. To drop off, you should pull to the right lane. The left lane is used to continue around a drop off point or to exit the carpool line.
  - PLEASE BE AWARE OF CARS PASSING ON THE LEFT HAND SIDE. Yield to cars on your left as you pull away from the kiss and ride drop off/pick up spot.
- **Extended Day in the Morning:**
  - If arriving through the K-8 drop-off with a sibling from 8am-8:30am, your student will be screened and directed to the extended day area.
  - If you will be dropping off your preschooler for extended day in the morning from 8am-8:30am and do not have a K-8 student, you will drop off at the back entrance through the carpool line; your student will be screened and directed to the extended day area.
- **Late Arrivals/Early Dismissals:**
  - Please let us know if you will have a late arrival or early dismissal at [littleprouts@lintonhall.edu](mailto:littleprouts@lintonhall.edu) or 571-428-2565 so we can have things. Come to the main school front entrance and ring the doorbell. You will have to sign your child in/out in the main office.