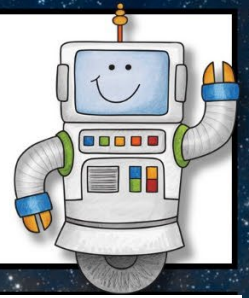




Dismissal Procedures

Lockhart Elementary

2023-2024

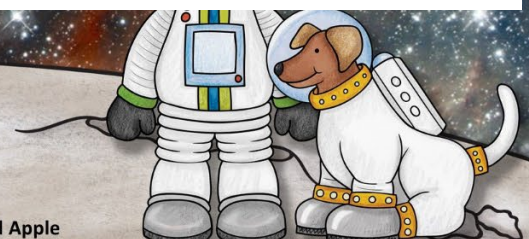
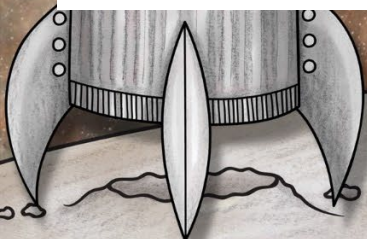


Before School Care

- The school building will be open Monday through Friday starting at 6:30 am for **grades 1st – 5th only**.
- Students will come in through the cafeteria.
- During this time students will be reading a book or completing a silent, individual activity
- Breakfast will be served from 7:00 am – 7:50 am.
- Students will be released to class at 7:50 am.
- The school day starts at 8:00 am.
 - *No breakfast will be allowed in the classroom. Students must finish any food before coming into the building.*

Dismissal

- Pre-k and Kinder students who are **car riders only** will be released near the pavilion in the back at 3:00 pm.
 - Remaining students will stay with their teacher.*
- 1st and 2nd grade students who are **car riders only** will be released from the circle drive in the front at 3:30 pm.
 - Remaining student will stay with their teacher.*
- 3rd through 5th grade students and **all remaining** students (siblings, bus riders, walkers) will be dismissed at 4:00 pm.
- Car Riders will be dismissed from the pavilion at the back of the schools
- Walkers will be released from the front of the school
- There will be no Lockhart personnel to wait with your scholar once they are released as a walker**

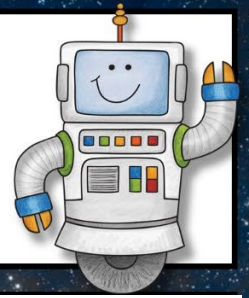




Dismissal Procedures

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Afterschool Care

- Students who are not picked up by 4:15 pm will stay in after school care in the cafeteria
- During this time students will be reading a book or completing a silent, individual activity
- Afterschool care pick up time is 5:00 pm
- During afterschool care students are to do homework, read a book or do a quiet activity

Dismissal Times

Pre-k & Kinder: 8:00 AM – 3:00 PM

1st & 2nd : 8:00 AM – 3:30 PM

3rd, 4th, & 5th: 8:00 – 4:00 PM

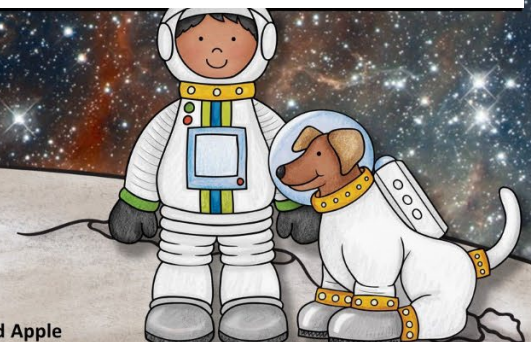
Disclaimer

After three late pick-ups (anything after 5:00 pm), scholars are placed on probation and will be removed from the after-school program.

1st Offense – Receive Letter

2nd Offense – Meeting with Administration

3rd Offense – Removed from afterschool program

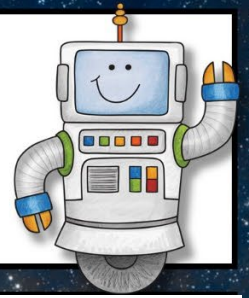




Dismissal Procedures

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FAQ

- **I have a PreK student and 2nd grade student, what time can I pick them up?**
 - Option 1: Pick up the PreK students at 3:00 pm, Pick up the 2nd grade students at 3:30pm
 - Option 2: Pick up both students at 3:30 pm
 - Option 3: Pick up both students at 4:00 pm
 - Option 4: Pick up both students at 5:00 pm
- **I have a 2nd grade student and 5th grade student; can I pick them up at the 2nd grade dismissal of 3:30 pm?**
- No student may be picked up **BEFORE** their dismissal time slot, they may only be picked up **AFTER** their dismissal time slot. You may not pull the 5th grader out of class as they are still receiving instruction at this time.
 - **Is there a sign up for before and after school care?**
- No, there is no sign-up form to participate in free before or after school care. Any remaining students will automatically be sent to afterschool care after 4:00 pm.

What are students doing during afterschool care?

Students are being monitored only. Students will do a quiet activity such as reading, drawing or finishing homework if they choose. There will be no activities, tutorials nor snacks provided for the students.

I want my child to do more than just be observed during afterschool care, do you have any enrichment activities after school?

Yes, at the end of September we will have extended day/afterschool enrichments for a fee (to be determined) we are working with Dream Academy and Ensemble Theatre to negotiate a price for afterschool mentoring, karate, golf, gardening, chess and theater.

What if I want to leave my student at school until 5:30pm without paying for extended day/afterschool care?

Students not participating in paid afterschool care may only be picked up at 5:00 pm. There will be no Lockhart personnel on campus after 5:00 pm to watch your student. After three late pick-ups we reserve the right to dismiss students from the before/afterschool care program. Student will then have to be picked up at their designated pick-up time.