

## Honeygo Elementary Arrival and Dismissal

Honeygo is excited to introduce a new dismissal procedure. We thank you for your patience as we work through this new process.

Parents who choose to pick up their child from school will be required to have car tags. Please recognize that any vehicle with your child's tag will have students released to them at dismissal. It is not advisable for vehicles to arrive at dismissal without tags as this will cause a delay in our dismissal process. Please make every opportunity to use the tags that are assigned.

After completing the application, Car tags will be available for pick up in the front loop of Honeygo and issued to a parent/guardian on **FEBRUARY 24th between 11:00am-12:30pm** or **FEBRUARY 25th 2:15-4:15pm**.

The application is attached or can be completed using this form: <https://forms.gle/maQxxBXYF6YbkWd99>



### Pick-Up/Dismissal (3:50 pm)

Students will **ONLY BE RELEASED TO CARS DISPLAYING A CAR RIDER TAG**.

- Any changes in transportation must be reported to the main office no later than 2:45.
- Parent/Guardian will pull into the designated pick-up lane, pulling forward as much as possible.
- Before entering the pick-up lane, Parent/Guardian needs to display the car rider tag on the mirror or visor. (Make sure the tag number is visible for the teacher on duty to see the assigned number.) Entering the car pick up line without a car tag will only delay getting your child.
- When the Parent/Guardian (tag number assigned) enters the designated pickup area, students will be released.
- Please wait until the car in front of you moves forward. Do not pass/go around another vehicle.
- For safety reasons, children should enter on the passenger side of the vehicle. Due to COVID-19 restrictions, you will need to **remain in your car**, Children will come to you.

**Drivers in vehicles with no car tag on display will be required to park in the parking lot and complete the application form. (Please be sure to have picture identification). After verifying your identification, a car tag will be provided.**

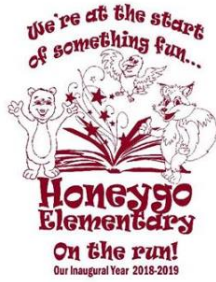
**Early Dismissals:** As always, only a legal guardian with which the child resides can pick up a student for early dismissal unless *written consent is provided by the legal guardian to pick-up the child.*

- Parent/Guardian will pull into the driveway, **REMAIN IN THEIR CAR**, and call the office (443-809-8700).
- The school office will call into the classroom and have the child report to the main office to be accompanied by a staff member to their car.
- The staff member will ask for ID verification and have the adult sign the child out.

**Drop-off/Arrival (Doors Open at 9:05 am)**

- There is no drop-off prior to 9:05, there will be no staff on duty prior to that time.
- Parent/Guardian - pull into the newly designated drop off lane, pulling forward as much as possible.
- When the Parent/Guardian reaches the designated drop-off area, a staff member will direct the student to exit the vehicle, once mask is on, from the passenger side only. Staff will be present to support opening doors for students.
- Once the children have exited, the Parent/Guardian should safely move forward and exit the drop off lane.
- Please wait until the car in front of you moves forward. Do not pass/go around another vehicle.
- Parents must **remain in their car at all times**. If you need to reach the office, please call 443-809-8700.

**Thank you for working with us to follow the new protocols. With your teamwork, arrival and dismissal will be a success!**



Car Tag Application Form # \_\_\_\_\_ (Completed by Honeygo STAFF)

- Please complete this form and return to the Honeygo Elementary School office as soon as possible to receive a car tag number. This form is only for regular dismissal car tag pick-up, it does not include students being picked up prior to the end of the school day.
- Fill out this form if your child will be a car rider. We encourage everyone to complete, even if not regularly a car rider.
- Display of a current and active tag grants parental permission for the school to release the student to that individual.
- In the event that a car tag is lost or stolen, parents should notify the school immediately, at which time, that number will be deactivated. A new number and set of tags will be issued.

Student Name	Grade
1.	_____
2.	_____
3.	_____
4.	_____

Authorized Adult (Limit of 3 per family)	Relationship to student
1.	
2.	
3.	

A car tag hanging from a vehicle's rearview mirror implies parental consent for the student(s) assigned to that tag number to be released to the driver. In the event that a car tag is lost or stolen, parents should notify the school immediately, at which time, that number will be deactivated. A new number and set of tags will be issued.

Parent/Guardian Signature: \_\_\_\_\_ Date \_\_\_\_\_