



# UPDATED for 2020-2021

## Northview Elementary Car Line

### Procedures for

## Morning Drop-Off & Afternoon Pick-Up

#### **Morning Drop-Off Car Line Procedures**

- Morning Car Line Drop-Off is at the Main Entrance from 7:15 to 7:40 a.m.
- ALL Drivers are to remain in their car.
- Please have your student sitting on the passenger side of the car.
- Upon stopping, roll the passenger side window down for a temperature check of your child/children.
- Temperatures will be taken by a Northview Staff Member with the student(s) in the car.
- Students with a temperature BELOW 100 may exit the car into the building.
- If a student's temperature is 100 or ABOVE, a staff member will direct you to a parking spot where after 5 minutes another staff member will take the student's temperature with a different thermometer.
- If the temperature stays the same, the student will not be permitted to enter the building.
- Northview Staff will be on duty to ensure all students walk safely to their classroom upon entering the building.

#### **Arrival After 7:40:**

- The tardy bell rings at 7:40.
- After 7:40, the Parent/Guardian must walk their child into the front foyer to sign their child in for school.
- In the foyer, the student's temperature will be taken by a Northview Staff Member.
- Student(s) with a temperature BELOW 100 will continue to class.
- If a student's temperature is 100 or ABOVE, you will be asked to wait with your child for 5 minutes.
- After 5 minutes, a staff member will take the student's temperature with a different thermometer.
- If the temperature stays the same, the student will not be permitted to enter the building.

#### **Northview Afternoon Car Line Pick-Up Procedures for Kindergarten-5th Grades**

- **\*\*AFTERNOON CAR PICK UP WILL NOW BE IN THE FRONT OF THE BUILDING\*\***
- In the afternoon, drivers are to use the Paris Pike Access Road to form a line stopping at the Paris Pike Access Road STOP SIGN.
- For safety purposes, the pick up line will NO longer begin at the MAILBOX on Northview Lane. Drivers who arrive early will be asked to relocate their vehicle to the access road.
- A staff member will begin collecting student numbers beginning at the Paris Pike Access Road at 2:45 pm.
- Car Line Numbers are to be displayed from the rear view mirror.
- Drivers without Car Line Numbers will be asked for identification.
- Once the Car Line starts, drivers will follow the flow of traffic into the Front Main Entrance to pick up their child(ren).

**Preschool Drop-Off and Pick Up procedures will be communicated to Preschool families upon confirmation of enrollment.**