

**Banyan Elementary  
Afternoon Dismissal Procedure**

**SCHOOL DISMISSAL: 1:50 p.m.**

**Schools Bus or Daycare Bus Riders** – Will be dismissed in groups from the Bus Loop.

**Banyan Aftercare Students** – Will be escorted to the cafeteria.

**“Procedures”**

**\*\*Car Rider/Parent Walk-Up** – If you plan on walking up to pick-up your child after school, you must inform your child’s teacher via the **Student Dismissal** letter. **Students whose parents will be walking up, will be dismissed from the walkers’ door on the Northeast corner of the bus loop.** Parents will not be allowed to wait for students in the front of the school for safety reason.

**Car Rider Pick-Up** - Will be escorted by their teachers to the **Parent Pick-Up Loop**. Parents are to use the parent pick-up/drop-off loop located in the front of the school on NW 50<sup>th</sup> Street. **All parents should arrive to pick-up their child(ren) by 1:50 p.m.**

**Car Rider Dismissal Process**

- All Car Rider pick-up’s will sit together by grade level in their designated area located in the front of the school.
- Parents will be provided a color-coded car sign to identify the name and grade of their child(ren). Please display your car sign on the dashboard of your vehicle.
- The parent pick-up/drop off loop, will have **signs labeled (i.e., 1, 2, 3)**, where children will be waiting. Parents will be motioned to move to the designated pick-up area.
- After **2:00 p.m.**, parents will have to come inside to pick-up their child(ren). **All students should be picked up by 2:00 p.m. at the latest.**

**Note:** If you are unable to pick up your child(ren) by 2:00 p.m. each day, we encourage you to enrolling them in our Aftercare Program.