MHES Beginning of the Day Arrival

Greeting an entire school of children is not an easy task and we need your help. To make this process more effective, we ask that everyone follow these rules as well as to be patient and courteous.

**Walkers**

Students will enter the building through the car loop doors. Students should go straight to their classroom. Older siblings may drop off younger siblings at the classroom door.

**Bus Riders**

Students will be dropped off at school at the bus loop and greeted by a staff member. Students should go straight to their classrooms. Older siblings may drop off their younger siblings at the classroom door.

**Car & Van Riders**

Student drop off begins at 7:40 am. Please do not begin to arrive until after 7:30 am so that teachers and staff members can access the parking lot.

Students will enter the building through the car loop doors. If you are dropping off your child in a car you have two options: park and walk up to building or get in the car drop-off line. When in the car drop-off line, please:
- stay in your car, do not get out;
- get in the line, please do not go through the bus loop to enter the car loop line;
- don’t cut off other people;
- have your door unlocked and student unbuckled from the seatbelt;
- pull up when the line moves, don’t stop;
- a staff member will open the vehicle door for the student;
- All students should exit on the sidewalk side of the vehicle.
MHES End of the Day Dismissal

Dismissing an entire school of children is not an easy task and we need your help. To make this process more effective, we ask that everyone follow these rules as well as to be patient and courteous.

**Walkers**

Students will exit through the car loop doors. Walkers will be walked to the crosswalk and then be on their way. If they walk with a sibling, the older student will meet the younger student at the car loop.

**Bus Riders**

Students will remain in their classrooms and will be supervised by a teacher or staff member until the bus color/number is called over the PA system. Students will exit the building through the front entrance to the bus loop.

**Car & Van Riders**

Students will exit through the car loop doors. If you are picking up your child in a car you have two options: park and walk up to get them or get in the car pickup line. When in the car pickup line, please:
- stay in your car, do not get out;
- get in the line; please do not go through the bus loop to enter the car loop line;
- don’t cut off other people;
- have your door unlocked
- pull up when the line moves, don’t stop;
- a staff member will open the vehicle door for the student;
- do not motion for your child to run across the parking lot.