

## 2023-2024 RAE Arrival and Dismissal Procedures

August 11, 2023

Dear StingRAE Parents,

We hope everyone enjoyed summer with family and friends. Thank you for taking the time to read this letter. Please keep up to date with RAE happenings by reading the weekly RAE eNews, accessing our campus website, and accessing the district website throughout the year. We appreciate everyone following our procedures to help us make our school a gRAEt place to be and learn every day.

**School Hours & Expectations:** RAE school hours are 7:50am - 3:00pm **If you're early, you're on time.**

Students may arrive as early as 7:25am. Please do not drop students off before 7:25am as there is no adult supervision. Target time (time students should be entering the building) is 7:45am so students have time to get to their classrooms by 7:50am. The tardy bell will ring at 7:50am at which time students will be considered late if they are walking through the door. Homeroom classes will watch the announcements promptly at 7:50am and then participate in their class "community circle" activity. We will use the first three days of school for all StingRAEs to get back into the routine. **We will begin counting tardies on Monday, August 21. Starting Monday, August 21, if your child arrives at school after 7:50am, a parent must escort the student inside and sign them in with the front office. Thank you for helping us teach your child the value of time. If your child will be eating breakfast at school, we recommend arriving at 7:25am.** Breakfast will be served from 7:30-7:45 am. Please note: Breakfast and lunch are no longer free to all students.

### 2023-2024 Arrival Procedures

Students may enter the building at 7:25am and go straight to their classrooms beginning at 7:30am. **Parents may walk their students to class on the first day only.** Staff and safety patrol will be out front to welcome your children to our school in the morning. Additional staff will be in the main hallways to assist students in getting to their classes. If you are driving your child to school, please use the car rider line on Fry Road that extends south on Center Village Drive. **Please do NOT drop students off in the neighborhood cul-de-sacs - Use the car rider line.** Car riders drop off at the main front door and gym doors. **Students must get out of the vehicle on the right side of the vehicle. Parents should NOT get out of the car for any reason.** Walkers and bike riders should enter the campus through the east or west side of the building. Students in 4th and 5th grade should use the sidewalks to the portables. Please use all crosswalks and lock bikes to bike racks. Buses drop off in front of the gym doors.

### Dismissal Tag Identification System & Transportation Tag

Dismissal and Transportation Tags are essential to a safe and efficient daily dismissal. **Tags should be kept on your student's backpack and in your vehicle at all times.** At RAE, we assign **every StingRAE family** a specific identification number which is the same for all of their children. At **Meet the Teacher Night on August 14,** parents will receive the parent tags with the family number in their **youngest child's classroom.** The number is printed on two dismissal tags for your cars' rear view mirror and the students' backpack tag. **Returning students should bring their plastic backpack sleeve the first day of school to be updated and** new families will receive backpack sleeves on the first day of school from their homeroom teacher. There are occasions, such as inclement weather, when you may submit a Change of Transportation form switching your child to car rider from their regular dismissal plan and the parent car tag will be required to pick up in the car line. There is a \$5 charge for replacement of dismissal backpack tags/sleeve, if lost. If you do not receive a dismissal tag at the beginning of the year, contact the front office.

Hang your dismissal tag from your rearview mirror when you are in the car rider pick-up line. Children will be dismissed according to your location in the car rider line. Please do not cut in line as your child will not be called to wait for you. Once your child is loaded into your vehicle, exit through the Peek Road exit.

### **2023-2024 Dismissal Procedures**

In the afternoon, we dismiss bus riders and walkers/bikers before dismissing car riders. School buses load in front of the gym and cafeteria. Parents will wait outside the playground gates closest to the rock walls on the west side or near the bike racks on the east side to pick up walkers/bikers. Pre-K, Kinder, and 1st grade students must be picked up at the west gates by parents or older siblings w/ matching tag numbers.

Once our buses leave the school grounds, car riders are dismissed. **Car riders must line up on the south side of Center Village Dr. and turn right on Fry Rd. Cars may not come across through the light at Center Village Dr. and Fry Rd. as your car rider tag will not be recorded.** While waiting in the extended car rider line, **please put on your hazard lights.** Car riders are dismissed from the gym doors. There are painted numbers on the sidewalk to serve as “loading stations”. Once you are directed to a specific #, you must stop at that # to pick up your student. Parents are not permitted to park their cars and walk into the gym or front office to pick up their children during dismissal time. [See link](#) for map for car rider line.

**In the event of “severe” weather, we will send communication via our campus Blackboard system and dismiss our walkers and bikers last.** You must submit a “Change of Transportation” for your child by **1:30pm** if you want them to dismiss a different way than usual due to weather. We will use our Blackboard communication system to text you when we will begin dismissal at the walker/biker locations.

This year, our theme is RAE’diating Excellence. We will continue implementing the Ron Clark Academy House System and celebrating all of our students shining bright in all that they do! Welcome Back, StingRAEs!

Sincerely,  
RAE Administration