

**B. D. GULLETT ELEMENTARY SCHOOL  
ARRIVAL AND DISMISSAL PROCEDURES  
PARENT INFORMATION: 2024-2025**

***SCHOOL HOURS: 8:25 am - 3:15 pm  
Morning Drop off will run from 7:40 am - 8:25 am***

The following procedures are in place **for the safety of our students**. Parents should enter the car rider lane by making the first right as you enter the campus and travel at 5 MPH. We ask that you do this to help minimize the traffic that overflows into 44<sup>th</sup> Avenue and Fern Wood Trail, which allows more cars on campus. **Please do not use cell phones while driving in a school zone or through the car rider lane.**

Students **MAY NOT** be dropped off prior to 7:40am unless registered in the Gator Care program, is a safety patrol (wearing a belt), or a staff member is present in the front drop off area. Gator Care students **MUST** be walked to the café and signed in by a staff member in the morning and signed out with photo ID in the afternoon.

**BACKPACK DISMISSAL TAGS**

All “on-site” K-5 students will come home during the first week of school with a backpack tag that indicates your child’s mode of transportation. **In the event of a transportation change, please call the school office AND write a note in the agenda/send the teacher a text/send the teacher an email.** Please do not remove the backpack tag for a special transportation day. Your child’s safety is always our priority.

**K-5<sup>th</sup> GRADE ARRIVAL**

For safety and security purposes, students need to be dropped off in the car loop rather than be walked up from the parking lot. Students that walk to school with their parents must be dropped off at the designated parent drop off area that is marked off at the flagpole. Also, no parents should be near the bike rack or front sidewalks. ***Parents will not be permitted to drop off students in the front sidewalk or in the lobby. No parking will be permitted on the west side of campus except for cafeteria staff.***

**K-5<sup>th</sup> GRADE DISMISSAL**

All parents must remain in their vehicles and drive through the car rider line. All vehicles must have a Car Tag with their child’s first and last name displayed on the front windshield. Due to safety concerns, parents will not be permitted to walk up to the front of the school to get their children. **Also, parents will NOT be permitted to pick up their children 30 minutes prior to dismissal (2:45-3:15).** Parents who walk to school to pick up their children as walkers must remain behind the flagpole on the sidewalk and/or in the grass area behind the bike rack.

*\*\*Central Park and other neighborhood walkers will leave campus on the front sidewalk from the flagpole to 44<sup>th</sup> Ave East. West side Mallory Park/Estia/etc. will dismiss to the bike rack and will exit on the sidewalk prior to car riders beginning. Parents will need to wait away from the bike rack in the grass areas or parking lot.*

**RAINY DAY DISMISSAL**

If severe weather exists at dismissal, we will take all bikers and walkers to the media center to be dismissed, unless parents have arranged for their child/children to be picked up as car riders. Parents that walk up to the school for pickup must wait outside the media center doors and wait in line on the sidewalk for their child to be called. Notification will be sent through our Connect Ed system, email, Facebook, Remind, and/or Class Dojo as early as possible to help make dismissal run as smoothly as possible. Please make sure you have access to one or more of these platforms for communication. All bus riders, car riders, and day care students will be dismissed as normal.

## ARRIVAL

### **Car & Bike Riders/Walkers and Day Care:**

6:45 am: ONLY students who have registered for Gator Care's before school program are permitted on campus. **Please park and walk your children to the Café to sign in.**

7:40 am: Student drop off begins. All students will head to their waiting area or breakfast. Students may not be dropped off prior to 7:40am. **If you are on campus before 7:40am, please remain in the car with your child until a staff member is present.**

**Unfortunately, we cannot allow any parents to eat breakfast with their child.**

8:25 am: Car riders is over at 8:25am. Any students arriving after 8:30am will be tardy and must report to the Main Office to receive a pass to be admitted to class.

**With so many students enrolled at our school, drop off will take some time. Please plan accordingly to ensure your child is in the classroom by 8:25am. We encourage you to arrive before 7:40 am and wait in the car line until drop off begins.**

### **Bus Riders:**

During the first week of school, student's hands may be marked to indicate their bus color. All bus riders must be registered to ride the bus and must use their student ID card for attendance. *School Board policy prohibits any student from riding a bus to which he/she is not assigned. Students will use their ID cards as their pass to board their bus.*

## DISMISSAL

**Please make sure ALL transportation changes are in writing in the school agenda, note, AND phone call.**

2:45-3:15 pm: Student pick up is **NOT allowed** 30 minutes prior to dismissal.

3:05 pm: (Kinder, 2<sup>nd</sup>, and 4<sup>th</sup> grade) Students will be dismissed to the designated areas. All cars are expected to use the car rider loop. **Parking and walking to the front of the school to retrieve your child is NOT permitted.**  
No parking is permitted in the bus loop or on any grass area near the car loop.

3:10 pm: (1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> grade) Students will be dismissed to the designated areas. All cars are expected to use the car rider loop. **Parking and walking to the front of the school to retrieve your child is NOT permitted.**  
No parking is permitted in the bus loop or on any grass area near the car loop.

3:15 pm: Buses will be called by their designated color name, or day care provider name as they arrive. Students will dismiss as colors are called. For bus transportation concerns/questions please contact 941-782-1287.  
Car rider dismissal also begins at this time.

3:45 pm: GATOR CARE ----- All Gator Care parents will need to park in the front parking lot and walk to the main office area to pick up your child (not the cafeteria). We kindly ask that you wait to pick up any Gator Care students **until after 3:45 pm** due to our car rider dismissal traffic. You will have to follow the car rider loop around the lot until you get to a spot to park! If you must pick up earlier than 3:45, then please have your child changed to be a car rider for that day.