

## Lincoln School Arrival & Dismissal



Vehicles with students in multiple buildings (ie. PK and K-4, or K-4 and 5-8) may drop off at both locations or use one drop off for all children. Please notify the office where K-4 and 5-8 siblings will be picked up.

### ARRIVAL

#### Bikes & Pedestrians

We encourage students to ride their bikes to school. Under state law, bicycle helmets must be worn. Bikes must be operated in a safe manner while on school property and elsewhere. Bicycle racks are provided in a designated location. Locking bicycles and scooters in the racks is recommended. **Bicycles and other wheeled items must be walked on the sidewalks between the South and North parking lots.** Following these rules will help ensure the safety of bicyclists and pedestrians.

- **Coming from Town Hall:** Take the Magic Garden Path near the Hartwell Building and proceed along the sidewalk in front of the Rec Department and Pod B. Continue on the sidewalk until you approach the North Lot. Use the crosswalk and use bike racks near the Reed Gym or in front of the main entrance. Students proceed to their assigned arrival location.
- **Coming from Donelan's:** Turn onto Ballfield Road and proceed along the sidewalk until you reach the South Parking Lot entrance. Use the crosswalks and continue on the sidewalk in front of the school to use the bike racks in front of the main entrance.

## Lincoln School Arrival & Dismissal

### Vehicles

**5-8 Car Line:** From Ballfield Road, turn right at the tennis courts and continue past the Hartwell Parking Lot. Drive around the middle school loop where students should exit the vehicle on the right next to the sidewalk. 5-8 Students will then go to the Dining Commons until school begins.

**PK Car Line:** From Ballfield Road take the first left into the South Lot. PK cars should park in the first row of spots marked Lincoln Preschool Parking. If parking in these spots is full, you can also loop around and park along the sidewalk closest to the school as long as the drop off for K-4 has already been completed. Please do not park and get out of your car while the active drop off line is occurring for the older grades. Please walk your child to the preschool doors (just past the preschool playground) where a staff member will greet the children at 8:05 a.m.

**K-4 Car Line:** From Ballfield Road take the first left into the South Lot. Loop around the perimeter of the lot until you get to the loading zone. **Students exit the vehicle on the left. Drivers stay in the vehicle to keep the car line moving along, and stay in the car line until staff direct the line to proceed.**

*School starts at 8:00. Vehicles dropping off students who are late can use the bus loop to drop off at the main entrance starting at 8:00. Students should report to the office to sign in and get a tardy slip.*

### Bus Arrival

The school bus route circles counterclockwise around the field. At the first stop just beyond the main entrance, students in 3rd - 8th grade will exit the bus and go to their assigned arrival locations. Kindergarten, 1st and 2nd grade students will exit the bus at a second stop at the “art door” and go to their assigned arrival locations.

### DISMISSAL

**Bus:** K-4 students will be escorted to buses by their teachers; 5-8 students will board buses independently. All buses will load at the same time.

**LEAP / Parks & Recreation / Approved Outside Organizations:** Students who are being dismissed to an outside organization (per dismissal plan from parent) will be walked to the Dining Commons where adult staff will meet them.

### Walkers and Bikers

5-8 students who are walking or being picked up by a parent will be dismissed to the auditorium loop to leave the campus. Bikes and other wheeled items must be walked on the sidewalk between the South and North Lots. Please be considerate of our campus neighbors at LEAP and Magic Garden when using the Magic Garden path to exit the campus.

K-4 students who are being picked up by an adult to walk or bike home should meet on the sidewalk between the South Playground (Red) and the Baseball field.

### Car pick-up

- K-4 pickup: stay as far to the right on Ballfield Road as possible to allow for traffic to move past you. Please put on your hazard lights and follow the same route as drop off. Please display the student placard with your child's name on the dashboard *\*we will send these home in the first week of school. If you are able, please make a handwritten sign with your child's name (first and last) and grade level until the placard comes home!*
- 5-8 pickup: Continue past the K-4 cue and proceed to the middle school loop. Students will wait for their car to get to the loading zone.

### Tardy Arrival / Early Dismissal

Park in the visitor parking on either side of the main entrance if you are dropping off at 8:00 am or later, or picking up before 2:40 pm. Please be aware that the buses are cued up in the loop so traffic will not be able to pass.