

Arrival and Dismissal

Arrival:

- **Driving:** When dropping off students, please pull forward as far as possible to make room for cars behind you.
- **Independent walkers:** Enter campus through the Maybrook Gate, Bike Trail Gate, or by the bike racks. A volunteer will be at the bike gate to scan any student who walked, biked, or scooted to school so they can earn Boot Bucks. Bikes can be ridden up the bike path. Once on campus, please walk your bike to the bike racks.
- **Walking School Bus:** The Walking School Bus meets at Burberry Park by the playground at 7:50 AM and departs at 8:00 AM each morning. A volunteer will be at the bike gate to scan any student who walked, biked, or scooted to school so they can earn Boot Bucks.

Morning Timeline:

7:00 AM - 7:50 AM	K-8 students arriving on campus will check in at BASE room B109
7:50 AM - 8:15 AM	K-8 Breakfast and Blacktop
8:00 AM	Walking School Bus leaves Burberry Park
8:15 AM	6th-8th grade students start their day in advisory
8:30 AM	K-5th grade students begin morning line up

Dismissal:

We use School Dismissal Manager to ensure parents, staff, and students all know how the student will be getting home each day. Logins will be emailed to new families. If you are a returning family and need help with your login, please email admin@westlakecharter.com

Please set the default for your student with how they will be getting home most days. Be sure to update exceptions on days that your student will be going home in a different way - exceptions must be changed in School Dismissal Manager by 2:10 PM (12:00 PM Wednesdays). If you need to make a change to your student's dismissal method after 2:10 PM (12:00 PM Wednesdays), please call 916-567-5760 and we will get a message to your student's teacher.

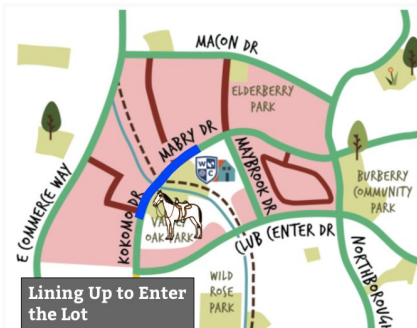
- **Driving:** If you are driving to pick up students in the carline, be sure to have your 4 digit pin number, which will be emailed to parents before school begins. If you do not have your pin number, you will be directed to overflow while we verify that you are the correct person and the correct dismissal method for your student. Students not picked up by 3:35 pm will go to BASE.
- **Independent Walkers:** 4th-8th graders can walk home independently; K-3rd graders must walk with a sibling. If you choose "Independent Walker" in School Dismissal Manager, your student will be given a pass by their teacher to exit the Maybrook or Bike Trail Gate. Your student has the option to scan out with an NNTMA volunteer if you would like to receive notification that they are exiting campus.
- **Walking School Bus:** The Walking School Bus departs WCS at 3:25 PM each day. Students can be scanned as they exit campus so that parents receive a notification that the Walking School Bus is on the way to Burberry Park. Any students not picked up from Burberry Park by 3:45 PM will walk back to campus with a WCS staff member to be checked into BASE.
- **Classroom Pick Up:** Parents may enter campus through the Bike Path Gate or Maybrook Gate and walk up to classroom front doors to pick up students. Please do not use Flex Room doors to enter classrooms. Gates will open 5 minutes before dismissal.



Driving

Red Lines: The red roads indicate pedestrian streets. We do not want any Westlake Traffic on these red roads. Please don't drive to or from campus on Bankside, Hoyt, Maybrook between Macon and Mabry, or Rockmont Circle.

Blue Lines: You must turn right into the parking lot. Families looking to enter the parking lot should travel north on Mabry, enter the parking lot by making a right turn, then exit by turning right onto Maybrook.



Lining up to Enter the Lot

The queue to line up to enter the parking lot extends to the horse in Valley Oak Park. During arrival and dismissal, there is no parking between the horse and the parking lot to allow for all cars to line up. Also, students may not enter or exit vehicles from the queue - only within the parking lot.

All cars entering the parking lot must make a right. There is no left turn into the parking lot, therefore, cars heading for the lot must be traveling north on Mabry.



Walking, Biking & Riding

We encourage students to walk, bike and ride from every direction! Students will earn points if they walk, bike or ride to and/or from:

- 1) Home
 - 2) A location at least three blocks away
 - 3) The AM or PM Walking School Bus
- (See map for example drop and walk locations)



Parking

The parking map is designed to keep cars off of pedestrian streets, and allow for cars traveling to the parking lot to queue up in front of Valley Oak Park. There are many parking spots on the curbs around and near the school. **During pick-up and drop off, from the horse to the parking lot is a no parking zone.**

For more details about this program or to volunteer, please log into our website at:

WaystoWestlake.com