

PALM COVE ELEMENTARY ARRIVAL AND DISMISSAL PROCEDURES

All students must be dropped off using the appropriate drop of locations. The only exceptions are walkers, bus students, and bike riders.

CAR RIDERS

A student is defined as a car rider when their parent/guardian drives through the parent drop off and pick up areas on campus.

FRONT LOT - PARENT DROP OFF AND PICK UP PROCEDURES

The front parent drop off and pick up area is designed for Kindergarten, First, Fourth and Fifth grade students. Please follow our school procedures when using this lot.

1. Please use the right turn lane, which is provided for you when entering the front lot. You may not make a left turn into this lot.
2. Proceed all the way until you see staff personnel who will assist you and direct your child to enter the building.
3. Your child(ren) should be ready to exit from the **right passenger door(s)**. Please **do not allow** your child(ren) to exit from the left passenger door(s).
4. When exiting the front lot you will be making a right turn onto Washington Street.
5. If you have an appointment with your child's teacher please follow the traffic flow around and enter into the designated parking area for visitors.
6. If you are visiting the school please use the crossing area marked with wide white lines to cross. Do not cross in any other area.

BACK LOT - PARENT DROP OFF AND PICK UP PROCEDURES

The back lot parent drop off and pick up area is designed for *third grade and second grade students only*.

1. Please make a right turn only when entering this lot. You *may not* make a left turn into the lot.
2. Proceed all the way until you see staff personnel who will assist you and direct your child to enter the building.
3. Your child(ren) should be ready to exit from the **right passenger door(s)**. Please **do not allow** your child(ren) to exit from the left passenger door(s).
4. When exiting the back lot you can **only make a right turn** onto 114 Street.
5. If you have an appointment with your child's teacher you will need to park in the front parking area. Please park in designated visitor spaces.
6. If you are visiting the school please use the crossing area marked with wide white lines to cross. Do not cross in any other area.

WALKERS

A walker is defined as any student who walks to school and goes home by walking off campus either alone or with a parent/guardian. Students who walk to school will enter through the main front entrance no earlier than 7:30 AM. If they are having breakfast they will report to the cafeteria. Once they have finished breakfast they will report to their classroom for line up.

AM/PM

Kindergarten students and first grade students will enter the building through the front double doors. Kindergarten students who are eating breakfast will report to the cafeteria. All Kindergarten students not eating breakfast will report to their classroom for line-up. First grade students will report to cafeteria for line up and/or breakfast. First grade teachers will pick up students at 7:50 am and walk them to class. Kindergarten and First Grade Students will exit the building at 2:00 pm through the front double doors to walk home.

BUS RIDERS

A student who rides a Broward County School Board Bus or a Private After Care Provider Bus is defined as a bus rider. Only buses will be allowed in the bus loop.

SAFETY & SECURITY - PARENTS/VISITORS ON CAMPUS

As part of Broward County Schools' district policy for student safety Palm Cove has established a single point of entry at the front of our school. All parents/visitors to Palm Cove Elementary **must** report to the front office to obtain a visitor's pass before entering the school campus. During arrival and dismissal, students should be dropped off or picked up at their assigned areas. **Parents are no longer permitted to escort their student(s) to class.**

ASP – After School Programs

Children who attend the after care program must be officially enrolled before they can attend. Children report to the cafeteria at 2:00 pm. Parents/guardians will pick up their child(ren) from the main entrance.