

Freedom Crossing Academy

Morning Arrival Procedures

2024-2025



Morning Arrival Procedures

We appreciate your help getting your students to school on time. Our Safety Patrols and staff members will begin unloading students at 7:40 AM. **Students are not to be dropped off on campus before 7:40 AM.** There is no supervision until 7:40 AM. Instruction begins at 8:00 am. Please be mindful that students who arrive after 8:00 AM are missing valuable class time.

A few things that can help us move the car lines and keep everyone safe in the morning:

- School Crossing Guards will be posted on Longleaf and Shetland Drive from 7:25AM to 8:00AM and in the afternoon from 2:23 PM to 2:53 PM.
- For safety, student should always exist on the right passenger side of the vehicle.
- Remind students to walk on the right side of the sidewalk when they exit the vehicle.
- Students' backpacks and items should be ready to grab upon exit.
- Staff and patrols will assist with younger students exiting the vehicles.
- Please pull all the way up and follow the directions of the staff directing cars.
- Please be mindful of cell phone use during this time.

Vehicles should not enter the bus loop to drop off students as this creates a huge safety issue for our students. Also, parents should not drop off their children in the parking lot adjacent to the school (baseball field parking lot) as this drop off location causes a traffic delay for our buses and poses a safety risk for biker and walkers. Please drop off students in the designated parent pick drop off location.

Tardy Procedure (after 8am)- Students will be marked **TARDY** if they are not in their classroom at 8:00 AM. Parents must sign in their child at the front desk.

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After School Dismissal Procedures

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After School Dismissal Procedures

Biker/ Walkers

- School Crossing Guards will be posted at Longleaf and Shetland Dr. from 7:25 AM to 8:00 AM and in the afternoon from 2:23 PM to 2:53 PM.
- Bikers and Walkers should ONLY cross where there is a Crossing Guard. Please talk to your older children about this safety concern.
- Kindergarten and 1st-grade Bikers/Walkers must be picked up by a parent, guardian or sibling and should have a red lanyard to show staff members.
- **Bikers should always wear a helmet for safety.**
- Biker /Walkers are being excused after the bus riders are called. Please remind your students to follow the sidewalks out and ONLY CROSS where there are Crossing Guards.

Parent Pick Up Dismissal Procedures (Parents)

- Please make sure your NAME TAG is easily visible the entire time you are in the Parent Pickup line.
- Mrs. Lime will call cars including grade levels and student names from the parking lot.
- Please pull forward to the next available cone.
- Safety patrols/adults will be assigned grade levels and will walk student(s) to their vehicles to ensure they are moving safely on the sidewalk.
- If your child and safety patrol are already at your car and the line in front of you has already left, you DO NOT have to pull forward. You can remain there to allow your student to get in the car.
- If your child is not at your vehicle and the vehicle(s) in front of you have left, please pull all the way forward and we will help locate your child and an adult or safety patrol (if in elementary) will ensure they walk to get there safely.
- Once your child(ren) is safely in your vehicle, you may then "TAKE FLIGHT".

Signing Out Early:

- If you need to sign out your student prior to the end of the day we request, please do so before 1:45PM and 12:45 on Wednesday.

Transportation Changes

- If you need to make a transportation change, please do so by 1:45PM and 12:45 on Wednesday.
- Please email transportation changes to FCATransportationChanges@stjohns.k12.fl.us