



GENERAL SCHOOL ARRIVAL AND DISMISSAL INFORMATION (2021-2022)

SCHOOL HOURS

Our official school hours are 8:15 am - 2:35 pm. In order to ensure compliance with health and safety regulations, we will have a slightly staggered arrival and dismissal. Please see below for details regarding these procedures and **adhere to the timing indicated for your child's particular grade.**

Grade	Line Up/Health Screening Checks Begin Outside the Black Gate	Building Entry/Exit
3 rd – 5 th Grade	8:10 am	8:15 am – 2:35 pm
Pre-K – 2 nd Grade	8:15 am	8:20 am – 2:30 pm

ARRIVAL DETAILS - *Please understand that these procedures are meant to keep our entire community both healthy and safe and may change in response to the circumstances of the school year.*

For All Grades:

- Parents/guardians are not permitted into the building at arrival and dismissal.
- Arrival takes place outdoors, rain or shine! **NO EXCEPTIONS TO THIS RULE.** We urge you to keep an umbrella in your child's backpack.
- There is no need to arrive early! Your child will not be allowed into the building before their official arrival time. Children and families are not permitted to enter early to visit the office or see the nurse without an appointment.
- Please encourage your child to use the bathroom before leaving the house. Families are not permitted into the building without completing their own health screener, therefore it is difficult to have you rush in with a bathroom emergency.
- Per NYCDOE policy, when on school grounds, **ALL** individuals, both vaccinated and unvaccinated children and adults must wear a mask. Whereas all families should be prepared to supply their own masks daily, we will give you or your child a mask should you arrive without one.
- All parents/guardians should complete a health screening on their child before leaving their home, including a temperature check. If your child is not feeling well, they should not attend school.
- Upon arrival at school, families will be required to show proof of the DOE daily health screener (<https://healthscreening.schools.nyc/>). Signage that includes this website, as well as QR codes linking to it, will be posted on the gate surrounding the school entrance for families' convenience.
- If you arrive late for line up, please join the end of any existing lines rather than directly approaching the gate.

Breakfast:

- In order to maintain COVID-19 safety requirements for eating, **breakfast will be served from 8-8:15am.** It is important to utilize this service **ONLY** if your student(s) needs breakfast, and not as a convenient early drop-off option.
- Please arrive on time at 8 a.m. to the door nearest to the cafeteria on 95th St., east of the gate entrance and closest to 3rd Ave. A staff member will be there to check your student's health screener.
- Students will eat breakfast in the cafeteria while supervised by staff and be escorted from the cafeteria directly to their classroom at their grades regular arrival time.

Grades 3 - 5:

- Line up **OUTSIDE** of the black gate on 95th street **no earlier than 8:10am.**
- Line up heading **DOWN** the hill towards Third Avenue. Tuck into the Citibikes and building as best you can.
- School staff will check health screeners.
- Only after a staff member has opened the black gate will students be permitted into the L-shaped yard to line up by grade.
- **Only students are permitted to enter the yard, no parents/guardians.**
- Teachers will escort students into the building to their classrooms at 8:15am.
- Late students who arrive without a health screener will require temperature screenings.



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Katharine DeBenedictis, Principal
Linda Shkreli, Assistant Principal

Grades Pre-K - 2nd:

- Line up **OUTSIDE** of the black gate on 95th street at **8:15am**.
- Line up heading UP the hill towards Lexington Avenue. Tuck in as best you can in order to leave the sidewalk clear.
- School staff will check health screeners.
- You will enter after grades 3-5. Pre-K – 2nd grade will head into the large yard (Samuel Seabury Park) where you will line up with your child by your class sign. Parents/guardians should escort and wait with their child until a teacher arrives, then you may leave your child.
- Teachers and staff will escort students into the building to their classrooms at 8:20am.
- Late students will be held until a staff member can escort them to class. Late students who arrive without a health screener will require temperature screenings.

DISMISSAL DETAILS - Please understand that these procedures are meant to keep our entire community both healthy and safe.

Grade	Dismissal Time	Pick-Up Location
Pre-K – 2 nd Grade	2:30 pm	Large Yard (Samuel Seabury Park)
3 rd – 5 th Grade	2:35 pm	L-shaped yard

For All Grades:

- **Only adults (18 yrs. and older) who you have authorized on the Blue Emergency Card will be allowed to pick up a student. This includes their older siblings. Students will not be released to siblings under the age of 18 and identification will be checked. NO EXCEPTIONS.**
- Parents/guardians are not permitted into the building at dismissal.
- Please continue to observe the mask guidance as outlined in the arrival section above.
- Students will be dismissed to their same arrival spot either in the large yard or the L-shaped yard.
- Please do not be late for pick up. Please wait for your child by their class sign.
- If your child is enrolled in one of our partner afterschool programs at PS198 (Beacon, Chess, KING), a teacher will escort them to that program location following general dismissal.
- Please always keep your child’s teacher/s up to date with their dismissal plans, including after school, caregivers picking up, etc.

5th Grade Only - Self-Dismiss Procedures:

- Fifth graders are permitted to self-dismiss from school provided we have written consent on file.
- An email or phone call is NOT sufficient. Parents or legal guardians are required to submit a signed letter to give consent for their child to leave school on their own, ONLY at dismissal.
- Students may not self-dismiss early to attend appointments outside of school, i.e. a doctor.
- **Students who self-dismiss are NOT permitted to walk a younger sibling or family member home from school.** They do not replace a parent or guardian picking up another student. Exceptions will not be made.
- Families are encouraged to consider the readiness of your child as it pertains to self-dismissing and are encouraged to come up with a plan for when they leave school (i.e. go straight home, go to a neighbor’s home). It is not advisable to allow your child to hang out on the playground unattended after school.

OTHER IMPORTANT INFORMATION

Early Release from School:

Given the limited nature of in person instruction since March 2020, early dismissal is not encouraged for any reason. If you must pick your child up early, please call school before you arrive and then again once you’ve made it to the building. Your child will be brought to the front door of the school—not to the corner, your car, etc.

Transportation:

Danielle Santana, our secretary, is the contact for questions regarding transportation, including busing and metro cards. She can be reached by calling the main office (212-289-3702) or email, at dsantana10@schools.nyc.gov.

Visit our school website for additional information and updates (www.ps198m.org).