



Student Safety is the highest of priorities at Davenport School of the Arts. In an effort to ensure the safe arrival and departure of students, we have established some new procedures and guidelines.

In years past we have had more of a "Family Style" pick up procedure, but with over 1200 students it is necessary to implement a dismissal procedure that is secure and consistent.

Morning Drop-off Procedures

Students should not be dropped off in front of the school. This area is reserved for VPK drop-off only. Parents should follow the car rider line to drop off students on the north side of DSA near the theater. Prior to 8 AM students are not supervised. Students arriving in class after 8:30 AM will be considered tardy and must come to the office with a parent to obtain a tardy slip. The crosswalk will be available to parents who would like to walk their child to the gate.

New Dismissal Procedures

Due to the volume of parents picking up and the safety of students each day, it is necessary to revise our afternoon dismissal procedures. We need everyone's cooperation to ensure a safe and secure arrival and dismissal. Please follow the instructions below:

1. **ALL Car Riders will be released from their classroom to the amphitheater** at 3:30 PM to wait for their number to be called.
2. Students will **no longer be released at the gate** to walk with a parent. Gates will remain locked at dismissal.
3. Each family will be issued 2 **car rider tags** (at no charge) with their child's assigned number. The numbers correspond to the grade levels (Example: all second graders will be assigned a number between 200-299) Additional tags are available in the front office during the school year, please see Kelli Sacks to obtain one.
4. **Sibling Passes:** Families will be issued the same number for multiple children. Please notify Mary Ann Brantley in the office if you are issued multiple numbers so that we can correct the problem.
5. In order to provide a safe and secure student pickup procedure, all car riders **MUST** have a car rider tag visible hanging from the rear view mirror. All vehicles **MUST** come through the car rider line.
6. **Parents are to remain in their car.** Do not park unless you do not have a tag and you are going to the office with your ID. The cross walk area will be closed and parents may not walk to the sidewalk to collect their child.

7. **No Tag** – Failure to display the car tag will require the driver to park, come to the front office, show ID, and then their child will be called to come to the office from amphitheater.
8. If your child is called and does not come to line up when the number is called we will ask that you park and wait in your car until the child is called again and arrives in line.
9. **Car Pooling** – If your child is riding home with another parent, please plan ahead and provide them with a car rider tag. Cars without the appropriate tags will have to park, go to the office and show ID. Then their child will be called to come from the amphitheater. Office Staff will verify that the adult is on the Emergency Card before releasing children.

We realize that changes are difficult, but we want to assure you that these policies are being put in place to provide a safe and secure environment for your children.

Thank you for your cooperation and support!

HOW DO I GET A TAG FOR MY CAR?

You will need to visit the front office to sign out and pick up your tag between 8am-5pm (T-F) on Tuesday, September 24th-Saturday, September 28th (9am-1pm). When you come in you will sign for and pick up your tag.

CAR RIDER SAFETY RULES.

Parents will not be able to check out/pick up students between 3:00 and 3:30.

Students who have been signed out prior to 3:00 must exit the campus through the front office.