Granville Intermediate School

Arrival and Dismissal Procedures

General Precautions and Information

•Be your child's best example. Please be courteous and follow all safety guidelines at all times.

•No arrivals prior to 8:30AM for students. Supervision is not provided prior to 8:30AM.

•All doors to the building excluding the main entrance to the office will remain locked until 8:30AM.

•Make every attempt to notify the school office of changes to student transportation by 2:45PM. Any changes after 2:45PM are not guaranteed.

•Follow all directions from school personnel.

•Devote additional time and be extra cautious on days with inclement weather.

Arrival

No before-school supervision is provided by staff prior to 8:30AM. Please do not allow your child to arrive at school before 8:30AM unless they are participating in a before school activity. Main doors all remain locked until 8:30AM.

Bus Riders

•Bus riders are picked up at designated locations and delivered to GIS in the Front of the building (Burg Street parking lot).

•Students will enter through the breezeway doors and report directly to class.

•Please visit the Transportation page of the Granville Schools website (www.granvilleschools.org) for further information about bus transportation.

Car Rider Drop-off (Loudon Street Rd Entrance Only)

•Car rider drop-off begins at 8:30AMat the Loudon Street Rd entrance only.

• A staff member will direct cars into the drop off lane at the rear of the building. Please be courteous and patient to that staff member as their number one priority at this time is our students' safety.

•Pull your vehicle as far forward into the unloading zone along the curb as traffic allows. Drivers may drop off students along the entire length of the unloading zone.

•Students should unload from the passenger side of the vehicle only.

•Drivers should remain in the vehicle and keep the driver's side door closed.

•Have all materials including backpack and lunch ready before your student exits the vehicle.

•Once your student has exited the vehicle, please immediately pull away. Staff will supervise students as they enter the building. You will need to turn right out of the rear parking lot to exit the school property.

•Do not unload students in the parking lot without direct adult supervision.

Dismissal

The dismissal process begins at 3:25 PM. The end of the school day is one of the busiest times of the day. If you have a change in transportation, **please let the main office know prior to 2:45 pm**. This will allow us time to communicate the changes to students. If you do have transportation requests, please email gissecretary@granvilleschools.org or call 587-8103.

Bus Rider Dismissal

•Buses arrive at GIS in the Burg Street parking lot in two phases.

•Students will be dismissed as their group of buses arrives.

•Students are to walk from their classroom until they board their bus. Staff, including drivers, will be outside to assist with monitoring student loading.

•Buses are dismissed once all students are loaded.

Secure Student Pickup

•Click here for information about accessing the Secure Student Pickup App. An additional FAQ can be found here.

•**SSP is required for car riders.**

Car Rider Pick-up Dismissal (Loudon Street Entrance Only)

•**All students being picked up at the very end of the day will follow this protocol.**

•Once you arrived at the SSP stop sign, please log in to the SSP App and indicate you have arrived.

•Pull your vehicle as far forward into the loading zone along the curb as traffic allows.

•If your student is not available at the time of your arrival, you may be asked to park in the lot to expedite the remaining cars in the pick-up line. Your child will then be escorted to you.

•Once your child has entered on the passenger side of the vehicle, please exit the car line and turn right out of the rear parking lot. Please encourage your child to enter the vehicle and buckle up quickly so that we may keep the car line moving.