



Afternoon Dismissal Procedures 2018

15.02.18

Dear Parents and Caregivers,

As we begin a new school year, it is timely that we clarify our afternoon dismissal procedures.

The dismissal areas are as follows:

Kindergarten- Outside the Church

The church gate will be opened at 3.05pm for parents/carers to collect child/ren. Siblings of Kindergarten students will be dismissed by their teacher and are permitted to go to this area and wait with their Kindergarten sibling to be collected by parents/carers.

Years 1 and 2- Under the Sails

The main gate will be opened at approximately 3.05pm, once all of Year 1 and Year 2 are seated. Parents/carers may collect their child/ren from the lines. Older siblings will be dismissed by their teacher and are permitted to go to this area and wait with their younger sibling/s to be collected by parents/carers.

Years 3, 4, 5 and 6- Behind the Office

The side gate will be opened before 3.05pm. Parents/carers need to walk along the path to the back of the Office to collect their child/ren.

Walkers- Teachers and Students ONLY

Students who walk home line-up on the Sofffall. They are supervised by a teacher as they walk out of the school grounds, across the car park crossing to the Andromeda Drive Crossing. Sue (our crossing supervisor) then crosses the students. The teacher also escorts students to either end of the school boundary to ensure their safety crossing the school driveways.

Bus Students – Teachers and Students ONLY

Students who catch buses line up on bus lines. The Early Bus students line up on the verandah outside the School Office. The Late Bus students line up in the Breezeway. Teachers supervise students as they walk across the school car park crossing, through the car park to the bus bay. They continue to supervise students as they wait for buses and board buses.

Please note: Children are not permitted to leave the school grounds without supervision.

We need to follow Child Protection and Safety Guidelines to ensure the safety of our students and staff. Parents are requested to restrict their access to the school site to the above designated areas in the afternoon. Parents are not permitted in other areas of the school site or to enter the learning spaces, unless they have a scheduled appointment with a teacher.

Your cooperation in following these procedures to ensure the safety of our students and staff during afternoon dismissal is appreciated.

Yours in education,

Paul Devlin
Principal