

Arrival/Dismissal for East High  
Beginning 2/25/21

Arrival	Supporting Staff
Busses pull up in the E. Main bus loop. 5 busses will be dismissed at a time and directed to the appropriate exit.	3 Admin
Lower School bus riders and walkers will enter Exit 28 near Main Office.	2 SSOs, 1 Admin, and two SCs
Upper School bus riders, walkers, and driver will enter in through Exit 5 (Gym area) <ul style="list-style-type: none"> <li>- 2 scanners can be moved to the new doors that separate the Gym from the rest of the school - scholars can line up in the trophy case hallway</li> </ul>	4 SSOs, 2 Admin, and 4 SC's
NYSAA and Scholars being dropped off will enter through Exit 25. <ul style="list-style-type: none"> <li>- Only walkthrough scanner available. Scholars will need to be wanded and bags checked manually.</li> </ul>	1 SSO, 1 Admin, and 2 SC's
Scholars arriving after 9:00 should be directed to Exit 28. <ul style="list-style-type: none"> <li>- Late scholars should go to the main office after being cleared at Exit 28 for their schedule.</li> </ul> <p style="margin-left: 40px;">**Includes BOCES scholars**</p>	1 SSO and Main Office Staff
<p>Notes:</p> <ul style="list-style-type: none"> <li>- Scholars will have to take temperature Exit 5, 25 and 28- Staff would monitor this and whoever does not pass the temperature test would be pulled to the side and escorted to the Nurse to take another temperature.</li> <li>- School Counselors will have pre-printed scholar schedules (Hybrid schedules only). Once scholars enter through scanning, they will be greeted by SC, receive their schedule and directed to applicable breakfast space. Scholars who do not have a pre-printed schedule will be directed to a holding location where assigned office staff can investigate.</li> <li>- Bermudez estimates he can scan 150 scholars in 10 minutes.</li> <li>- Once scholar has entered and received their schedule, they should proceed to their assigned breakfast space (See Breakfast/Lunch Plan)</li> </ul>	

Dismissal	Supporting Staff
<p>Office staff will announce dismissal by floor (1st, then 2nd, then 3rd).</p> <ul style="list-style-type: none"> <li>- Will allow dismissal to be staggered and reduce traffic.</li> <li>- All bus students and walkers can exit through the front exits (1,2,3,4,5,28)</li> <li>- NYSAA scholars through Exit 25</li> </ul>	<p>All Admin, SSOs, and applicable Office Staff</p>
<p>Stationed outside, Admin with whiteboard containing bus numbers and locations to share with students - best to have outside if weather allows</p>	<p>2 Admin</p>
<p>Once their floor is announced, athletes will report directly to the cafeteria to check-in with their assigned coach.</p>	<p>AD and Coaches</p>
<p>Scholars being picked-up will be directed to Exit 25 (Near Collaboratorium)</p> <ul style="list-style-type: none"> <li>- Parents will be instructed to wait until 3:15 before entering the bus loop to pick-up their child.</li> <li>- Depending on the weather, scholars either wait outside Exit 25 or outside the Collaboratorium until their parent arrives.</li> </ul>	<p>1 Admin, 1 SSO</p>
<p>Notes:</p> <ul style="list-style-type: none"> <li>- Parking allowed only on one side of Ohio Street. Opted to move pick-up to the bus loop to avoid scholars crossing the street and potential congestion. Will revisit after we assess the number of families.</li> <li>- Dismissal announcements will be made at 2:55, 3:00, and 3:05.</li> </ul>	