



# Worthington Park Elementary School

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## NEW Fact Sheet

We are so happy to welcome you as a Park Shark! In order for us to ensure student and staff safety, security, and privacy, we ask that you follow these expectations. If you have any questions, please do not hesitate to call our office: 614-450-5500.

We look forward to a wonderful year with you!

### School Hours:

- 7:55 am - 2:25 pm
- AM Kindergarten: 7:55 am- 10:40 pm
  - Drop off in back of school
  - Pick up in front of the school
- PM Kindergarten: 11:40 am -2:25 pm
  - Drop off in front of school
  - Pick up in back of school

### Arrival:

**7:35 am is the earliest that students may be dropped off or arrive.** Before 7:35 am, there are no duty teachers to ensure student safety; students are not permitted to be outside without supervision.

- Student 'drop off' is at the BACK of the building. Please follow the 'drop off zone' vehicle line. A staff member will greet your child, make sure they exit your vehicle, and walk to the building safely.
- 7:55 am is our tardy bell. Any student who arrives at 7:55 am or after will need to **enter through the front doors be signed in at the office with a parent.**
- If your child is a half-day kindergartner, please see the second page of this document

### Dismissal:

Students will be dismissed by classroom teachers at 2:25 pm. Teachers will walk students to the buses, car line, and back of the building (for those walking home).

- Student pick-up is at the back of the building only.
- If you are picking up your child by vehicle, please **STAY** in the vehicle line to pick up your child. Due to safety concerns, **parents are not permitted to park their vehicle and walk their child to their car.**
- Parents picking up their child to walk home may wait for their child at the back of the building

### Visitors:

- All visitors must sign in at the office and wear a visitor badge while on school grounds
- Visitors are **not** permitted on the playground during recess
- All visits/meetings to the classroom or classroom teacher must be arranged with the teacher
- If you are volunteering, you will need a District Badge (finger print and FBI check) before volunteering. Please contact the WEC for additional information (614-450-6000)

## Half Day Kindergarten

### **AM Kindergarten Dismissal:**

The classroom teacher will walk all students outside to the FRONT of the building.

- Students riding the bus will be walked out to the buses by the teacher
- Parents picking up their child by **vehicle**, must **PARK** their vehicle in the front parking places and walk to the front of the building. Please wait **OUTSIDE** for your child.
  - Your child **MUST** let his/her teacher know when he/she is leaving (high five, hug, "good bye, etc.")
  - Vehicles are not permitted to drive/wait behind the buses
- Parents walking home with their child, please wait for your child **OUTSIDE** in the **FRONT** of the building.
  - Your child **MUST** let his/her teacher know when he/she is leaving (high five, hug, "good bye, etc.")

### **PM Kindergarten Arrival:**

- Students may arrive as early as 11:30 am
- Parents dropping off their child:
  - Please **PARK** your car in one of the **FRONT** parking places and walk your child to the front of the building.
  - Please press the "buzzer" to the office and let them know you are here for kindergarten drop off
  - Parents will need to say good bye to their child **OUTSIDE**, please do not come in the building with your child

### Map for Drop Off/Pick Up in Back of School

