

RAINY DAY DISMISSAL 2015-16

Announcement will be made over intercom when we are going to follow the Rainy Day Dismissal procedures.

Once the announcement is made you are to follow these procedures.

HOLD ALL STUDENTS IN YOUR ROOM.

Do not dismiss any of your students until you are directed to do so by intercom or phone call from administration.

ADDITIONAL PERSONNEL: Joca/Slaven report to front office counter

Fitzpatrick; Cortez report to outside front office to direct parents to appropriate classrooms.

Pringle/Daniels at front gate directing parents to appropriate classrooms.

BUS AND DAYCARE STUDENTS: (including SACC) will be directed to move to the front car loop as soon as the vehicles are ready to load. Please wait to be called.

- Students should be escorted by the designated one or two members of the grade level team to the front bus loop.
- SACC students should be dropped off at the cafeteria along the way.
- When classroom teachers have loaded and sent bus and daycare, they should report to the classroom holding walkers and bikeriders

ADDITIONAL PERSONNEL: Spracklin; Ivery

CAR RIDERS: Designated Grade level team members should escort car riders to the car loop and go to their assigned rooms: K-1 Room 524 (Webb); 2-3 Room 525 (Title 1); 4-6 Room 516 (Heier).

Duty personnel in loop should have Walkie Talkies on and tuned to Channel 2.

- K-1 Room 524 Webb
- 2-3 Room 525 Chamber/Ray
- 4-6 Room 516 Heier

ADDITIONAL PERSONNEL: Moeller; Chambers; Hill; Ray

WALKERS/BIKE RIDERS: Designated Grade Level team members should take walkers and bike riders to the classrooms designated below.

- Parents will be sent straight to the designated classroom for each grade level.
- You will have a sign out sheet on a clip board. Please have the parents sign out the students and show ID if you do not know them.
- **ADDITIONAL PERSONNEL:** Wallace; Smith.Lyn (Inside commons area); Blassingame; Herold; Becker

Grade Level	Room #	Extension	Teacher Name
PreK & Kindergarten	202	5000	Amis
1 st Grade	526	5022	Kienzle (Brown/Cisko)
2 nd Grade	409	5013	Wallace (Cox/Nobs)
3 rd Grade	511	1008	McCullough (Andronesco/Wiltz)
4 th Grade	502	5015	Harper (Scherff/Atkinson)
5 th Grade	403	5010	Smith.S (Moore/Proctor)
6 th Grade	501	5014	Osborne (Russell/Daniels)
Warrix	202	5000	Amis
Harris	206	5002	Freeman

*Teachers in RED are in addition to the grade level teachers who will be in the room.

Rainy Day Dismissal

● = Walkers & Bike

Riders

● = Car Riders

