



SACRED HEART  
CATHEDRAL SCHOOL  
EST. 1956

### **Student Arrival - Fall 2023**

#### **7:00-7:30 Cafeteria Early Arrival (south bridge)**

- Parents enter via the south bridge only. (Bridge closest to the Chancery)
- LE-8th grade students go to the Cafeteria by walking down the ramp to the Club Eagle doors.
- Staff members will be in the Cafeteria to monitor students.
- Parents exit using the south bridge, right turn only for safety.
- Erin Drive is only available for SHC Preschool drop off at this time with parking in nearest lots.

#### **7:30-7:55 Front Arrival (north bridge) and Cafeteria Arrival (south bridge)**

- Choice of campus entrance is dependent upon which direction parents want to go when they exit.
  - Exit from the north bridge, left or right turn when exiting.
  - Exit from the south bridge, right only for safety.
- All students arriving by the north bridge will use the main entrance, walk through the 100 Wing Hallway, and walk down the stairs to the Cafeteria.
- All students arriving by the south bridge will walk down the ramp to the Club Eagle doors to enter the Cafeteria.
- Students will be released to go to their homerooms at 7:45.
- Staff is on duty at the car line in the Front and Art Room/Cafeteria sidewalks to welcome students.
- Students arriving after 7:55 are marked tardy and may only be dropped off at the Front entrance.

### **Student Dismissal - Fall 2023**

#### **2:45/3:15 First & Second Dismissal - Front Pickup (2:00/2:30 on Wednesdays)**

- K-3rd grade parents without a Little Eagle enter/exit from the north bridge, left or right turn.
- Erin Drive is *only* available for Preschool pick up with parking in nearest lots.
- Parents are asked to wait to arrive on campus until 2:30 for 2:45 dismissal.
- Cars double stack in the parking area leading to the school entrance.
- Parents display their name tag in the front windshield until the child is in the car. No parent walk-up during dismissal.
- 2nd dismissal cars that arrive early will wait in the left lane opposite the Preschool until 1st dismissal has ended.
- If the child is not present when others are loaded, parents will be asked to park in the center.
- Staff stands along the car line to help students move to the correct location and get into the car.

#### **2:45-3:00 Little Eagles First Dismissal - Cafeteria Pickup (2:00 on Wednesdays)**

- At the 2:45 bell, teachers will send K-3rd siblings of Little Eagles to the Commons where a Little Eagles teacher will take them out to the Cafeteria pickup for dismissal.
- Little Eagle parents enter/exit from the south bridge.
- Parents are asked to wait to arrive on campus until 2:30 for the 2:45 dismissal.
- Parents will line up from the grassy area by the Art Room along the curb to the transept door of the Cathedral.
- Parents display their name tag in the front windshield until the child is in their car. No parent walk-up during dismissal.

#### **3:15 Second Dismissal - Cafeteria Pickup (2:30 on Wednesdays)**

- Parents should not line up before 3:00 so they don't block the Little Eagles dismissal car line. Parents that show up before 3:00 will be asked to return to the back of the line.
- Parents enter from the south bridge, right turn only 3:00-4:00.
- Parents will line up from the grassy area by the Art Room along the curb to the transept door of the Cathedral.
- Parents display their name tag in the front windshield. No parent walk-up during dismissal time.
- Staff stands along the car line to help students move to the correct location and get into the car.
- Teachers and staff monitor students who are waiting.
- If your child is not present when others are loaded, you will be asked to park in the center until he/she arrives.
- Students not picked up by the end of dismissal will walk to Club Eagle.