

IMPORTANT ARRIVAL/DISMISSAL INFORMATION

Charles E. Walters School
15 Everett Drive
Yaphank, N.Y. 11980

Important Information

Student Drop Off

For those parents who wish to drive their children to school, please be aware of the fact that there is no childcare program at this site. If it is necessary to bring your child to school, please plan to arrive no earlier than 9:15 a.m.

Student Pick Up

The school day ends at 3:25 p.m. In order to maximize instruction, we ask that parents make every effort to schedule appointments and extra curricular activities at the conclusion of the school day. Prior to 3:00 p.m. parents may go to the office to sign their child out. Your child will be sent or escorted to the office to meet you. If you wish to have your child picked up by someone else, please include that individual's name on the sign-out card.

Pick Up Procedures After 3:00 p.m.

1. Please do not walk to the sidewalk or buses during dismissal to take your child home. If you need to pick up your child, please come into the building to sign them out.
2. If you will be picking up children in both the Primary and Intermediate Centers, proceed to the Primary Center first. Let the secretary know that you will be picking up students in the Intermediate Center also. Those children will be sent to the Intermediate Center cafeteria at 3:20 to await your arrival.
3. If you know in advance that you will be signing your child out, send a note to the classroom teacher. Parent notes may be for multiple days. Once your note has been received, your child will be sent to the Primary Center multipurpose room of Intermediate Center cafeteria at 3:20 p.m.
4. At 3:00 p.m. parents can sign their children out in the multipurpose room of the Primary Center or the cafeteria in the Intermediate Center. The children will be sent or escorted to those areas at 3:20 p.m.
5. Parents picking up students in the Intermediate Center are asked to use the entrance on Everett Drive.
6. Parents picking up students in the Primary Center are asked to use the exterior entrance to the multipurpose room.
7. When you arrive to sign your child out, if there is no note on file, your child's name will be announced over the intercom. Please wait in the Primary multipurpose room or the Intermediate cafeteria until your child arrives.

8. Here at Charles E. Walters the dismissal of over 800 students begins at 3:25. Once this process begins, pulling students from the bus delays the timely dismissal of all students. Consequently, when parents arrive at the school after 3:30 p.m. with no prior notification and no knowledge of their child's bus route number, they may be asked to wait until their child is located. If the buses have been loaded and are in the process of departing from the school, parents will be asked to go directly to their child's bus stop to pick them up.

9. If you pick your child up from school on a daily or fairly regular basis, we ask that you send a note into school specifying the days and times you will come for your child. This process reduces the amount of time devoted to overhead announcements at the end of the school day. Lengthy overhead announcements reduce the amount of time teachers have to summarize the day's activities and review homework assignments.

Parking

To facilitate the safe arrival and dismissal of students from 9:15-9:45 a.m. and 3:15-3:45 p.m., cars will not be permitted to park in parking lot in front of the Intermediate Center.

The circle in front of the Primary Center is a bus and emergency access lane; therefore, "No Parking" will be permitted in that area at any time.