



April 19, 2021

CHES Families/Guardians,

As you know, Cleveland Hill is implementing a phased return to full in person instruction with students in UPK-2 returning on April 26th and students in grades 3-5 on May 3rd. To prepare for this shift, we need to make changes to our drop-off and pick-up procedures.

**Please see the maps below with grade level pick-up locations and times. We will begin our new procedures starting APRIL 26th for ALL grade levels.**

**AM DROP-OFF:** The drop-off location will remain the same (ES Car Lane). The Eagle Doors will open 5 minutes earlier at **8:10am**.

**PM PICK-UP:** The dismissal process for students being picked up will include staggered dismissal times.

- **Dismissal - Parent Pick-up**

- **\*\* NEW \*\* MS/HS Bus Area (pictured below)**

- **3rd grade students will be dismissed starting at 3:15.**

- The entrance to the **Grade 3 Car Lane** is located in front of Cleveland Hill High School on Bigelow Road. Once the student(s) is/are safely inside the car, parents will carefully exit the Grade 3 ES Car Lane and proceed onto Bigelow Road toward Maplevue Road.



**\*\*IMPORTANT\*\* PLEASE NOTE: All grade 3 students and siblings (including Kindergarten) will be picked up at 3:15 from the MS/HS bus area.**

- ES Car Lane (pictured below)
  - **\*\* NEW \*\* Students in Kindergarten (& siblings in grades 1, 2, 4, & 5) will be dismissed starting at 2:50.**
  - 1st & 2nd grade students will be dismissed starting at 3:05. To minimize traffic concerns, parents/guardians should not arrive before 3:00pm.



- MS/HS Parent Loop (pictured below)
  - 4th & 5th grade students will be dismissed starting at 3:05. To minimize traffic concerns, parents/guardians should not arrive before 3:00pm.



## **PRE-KINDERGARTEN**

- The PreK drop-off and pick-up location will move to the main entrance of the elementary building on Mapleview Drive. Parents/guardians should wait for all busses to leave before pulling into the bus loop.
- To avoid bus arrival for school aged students, the morning PreK session will start at **9am**. It is important for students in the afternoon session to be picked up on time (**2:45pm**) to avoid busses arriving for dismissal.

Respectfully,

Marcie Pascual  
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