



The Crowden School

Drop-offs & Dismissals 2020–2021

Morning Drop-off Times and Locations

Grades 3–4

7:50–8am, garden entry gate, back of campus on Ada Street

Grade 5

8:05–8:15am, garden entry gate, back of campus on Ada Street

Grade 6

8:05–8:15am, front lobby entrance on Rose Street

Grades 7–8

8:20–8:30am, front gate leading to Upper Courtyard lawn on Rose Street

Dismissal Times and Locations

Tuesdays have adjusted dismissal times to accommodate student COVID-19 testing. Please see our [Enrichment Schedule](#) for more details about the daily schedule.

Grade	Tuesday	Thursday	Location
Grade 3	1:00 pm	1:00 pm	garden entry gate, back of campus on Ada Street
Grade 4	1:00 pm	1:00 pm	garden entry gate, back of campus on Ada Street
Grade 5	1:15 pm	1:15 pm	garden entry gate, back of campus on Ada Street
Grade 6	1:15 pm	1:15 pm	front lobby entrance on Rose Street
Grade 7	1:30 pm	12:15 pm	front gate leading to Upper Courtyard lawn on Rose Street
Grade 8	12:35 pm	1:30 pm	front gate leading to Upper Courtyard lawn on Rose Street

On Campus Drop-off and Pick-up Procedures

To maximize our social distancing during our on-campus enrichment activities, each cohort of students will be asked to arrive at school on Tuesdays and Thursdays at staggered times and at separate entrances.

Our success with running live ensembles relies upon every family's absolutely strict adherence to the following guidelines:

- Students should arrive only during designated times. Please be sure a supervisor is present at drop off, *and avoid being tardy.*
- Students may not enter until they have passed pre-screening administered by Crowden staff. *Do not enter campus until you have been admitted by a Crowden staff member.* If a staff member is not present upon your arrival, please wait until one arrives to admit you.
- If you are tardy, you must check in at the front lobby entrance regardless of your designated entrance location. Again, do not enter until you have passed pre-screening administered by a Crowden staff member. **Frequent tardiness will not be tolerated and will result in dismissal from live ensembles.**
- Students should maintain six feet of distance at all times. Six-foot increments will be marked on the ground at each entrance.
- Only students, faculty, and staff members may enter campus. Parents and other visitors must obtain prior permission to enter.
- Parents, please observe traffic and parking safety regulations. Park only in legal parking areas. There should be ample parking available, but even when there is no parking available in the immediate vicinity of your assigned entrance, **do not double park, park in red zones, or jaywalk—ever—**when dropping off or picking up students. In these instances, please park further away and walk. Our success with running live enrichment activities relies not only on our adherence to COVID-19 safety regulations but to traffic regulations as well. *Adults, please set the example* for our children that observance of safety regulations takes effort and is not always necessarily convenient. This will lead to a safer and more harmonious environment that will benefit us all.