

# NOBLE ACADEMY

## ARRIVAL, DISMISSAL, AND WEDNESDAY PROCEDURES

### ARRIVAL PROCEDURES

- Noble Academy does not provide supervision to students earlier than 7:45 am. No student should arrive before this time.
- Students who drive should park their cars in designated spaces. Student cars and license plate numbers should be registered with the front office.
- Students who drive should immediately enter the building after arriving at school and not remain in their cars.
- Parents should unload their riders at the main entrance of the main building.
- Please use the right hand lane for dropping off your child and leave the left hand lane open for thru-traffic, so that students are not walking across traffic to enter school.
- Students who are practicing driving with their parents should park in a parking space before switching drivers.
- All students should report to their advisor's classroom upon arrival in the mornings, unless they arrive prior to 8:10 a.m.
- Students in grades K-9 who arrive earlier than 8:10 should report to the following locations for supervision.
  - Grades 1-3 report to the Primary/Intermediate hallway
  - Grades 4-6 report to the media center
  - Grades 7-9 report to the multi-purpose room
- Students in grades 10-12 who arrive earlier than 8:15 should report to the assigned classroom (classroom will rotate).
- Students who arrive late (tardy occurs at 8:20) must get a tardy pass from the front office.

### DISMISSAL PROCEDURES/AFTER-SCHOOL SUPERVISION

- All students will be dismissed through the front doors. Parents should form a single line of cars beginning just past the front door.
- Students in grades K-3 will be dismissed at 2:55 p.m.\*
- Students in grades 4-6 will be dismissed at 3:00 p.m. \*
- Students in grades 7-9 will be dismissed at 3:04 p.m. \*
- Students in grades 10-12 will be dismissed at 3:07 p.m.
- Mixed carpools – follow the instructions for the youngest in your group. When the youngest has loaded, drive your car to the back of the line.
- PLEASE DRIVE YOUR CAR FORWARD AS OTHERS DEPART. IF YOUR CHILD DOES NOT ARRIVE “WITH THE GROUP”, PLEASE DRIVE YOUR CAR AROUND TO THE END OF THE LINE.
- Please, DO NOT BLOCK either carpool lane.
- If an arriving parent wants to give driving practice to his/her child, please park in a parking space before changing drivers.
- Spears YMCA: NO STUDENTS WILL BE DISMISSED FROM THE YMCA; ALL STUDENTS WILL RETURN TO NOBLE ACADEMY FOR DISMISSAL.
- While membership at the Spears YMCA is a student-benefit, NO STUDENT WILL BE PERMITTED TO WALK THERE AFTER SCHOOL.

- *\*All students (grades K-9) not involved with after-school sports/clubs or extra help with a teacher (previously arranged), who have not been picked up by 10 minutes after dismissal time, will attend The Knight Club and begin homework assignments for a fee of \$16.00/day. No student will be permitted to wait, unsupervised, outside or inside. Students are not allowed to report to teachers rather than Knight Club if they are waiting to be picked-up. Parents are required to come inside to sign their children out.*
- *High school students may work with a high school teacher after school on an individual basis if arrangements have been made among the teacher, parent, and student. Students should be picked up by 3:45.*

### WEDNESDAY DISMISSAL

- School will be dismissed early every Wednesday for Faculty Meetings.
  - Dismissal at 1:40 for grades K-3
  - Dismissal at 1:45 for grades 4-6
  - Dismissal at 1:50 for grades 7-9
  - Dismissal at 1:55 for grades 10-12
- Students have the following options on Wednesdays:
  - Students may leave for the day.
  - Students (grades K-6) may go to The Knight Club. Parents will be billed for supervision *beginning at 3:00 p.m.*
  - Students (grades 4-12) may sign up to go to the Spears YMCA for 1 hour of supervised activities. This will be a free service, provided by the YMCA for our students. These students will return for parent pick-up, Knight Club, or after-school activities at 3:00 p.m.
    - PARENTS WILL NOT BE PERMITTED TO PICK UP THEIR CHILDREN AT THE YMCA.
    - Students who need to be picked up before 3:00 p.m. will not have the option of going to the YMCA.
    - While membership at the Spears YMCA is a student-benefit, NO STUDENT WILL BE PERMITTED TO WALK THERE AFTER SCHOOL.
    - Students who are not signed up for the YMCA activity period will be required to stay at Noble Academy and parents will be billed for supervision through the Knight Club.
    - Students who are old enough to attend the YMCA on the terms of their membership will be permitted to stay at the YMCA after the Wednesday activity period.

### EARLY DISMISSAL DAYS

- There are three Early Dismissal Days in 2010-11. On December 20 and June 7, students will be dismissed at 11:00 (K-6), 11:15 (7-9) and 11:30 (10-12). On August 24, students will be dismissed at 11:15 (7-9) and 11:30 (10-12).
- All students (grades K-9) who have not been picked up by 10 minutes after dismissal time will attend The Knight Club and begin homework assignments. No student will be permitted to wait, unsupervised, outside or inside. The Knight Club is open on most Early Dismissal Days until 6:00 p.m.