



Hollywood Academy of Arts & Science
Proud to be a "Double A" School
1720 Harrison Street, A-1
Hollywood, Florida 33020
Phone: 954-925-6404
Fax: 954-925-8123
www.hollywoodcharter.org

To: Parents & Students of HAAS
From: Ms. Fulton-Collins, Principal
Re: **Drop-Off and Pick-Up Procedures**

It is imperative that parents read, understand, and adhere to the Drop-Off and Pick-Up Procedures that have been established. The Hollywood Police Department will issue tickets to violators and habitual offenders may risk losing their child's/children's seats.

ARRIVAL (Drop-Off):

Students need to learn the importance of regular school attendance. In addition, it is important that all students report to school on time. ***However, please do not drop students off before the 8:00 am bell because there is no outside supervision for students who are not enrolled in the Before School Care program. The safety of your child may be at risk.***

Please do not drop your child off at the following places. The safety of your child may be at risk:

- Next to the parking garage along the driveway on the other side of the fence
- In the alley behind the school.
- At the Publix Shopping Center across from the school.
- On Van Buren Street or at the end of the driveway
- On Young Circle.

Students eating breakfast may arrive at 8:00 am. Instruction begins promptly at 8:30 a.m. It is suggested that students arrive between 8:00 and 8:15 am.

Tardy students must be walked in and signed in by a parent. Do not drop your tardy child off at the door and drive away. As role models, parents are expected to follow and obey school rules. **A detention will be given for every 3rd tardy.** (A written notification of the detention will be sent home with your child so you can make any necessary arrangements or adjustments regarding your child.)

Student Drop Off Traffic Pattern 8:00 – 8:25 am:


Parents will head **East on Harrison Street**; they will pass the school and the Hollywood Arts and Cultural Center heading east. Parents will **turn right on 16th Avenue** (south). **Do not make a right hand turn on 17th as it creates a traffic problem.** Parents will turn **right on Van Buren Street** (west). Parents will turn **right at the back entrance to the school** (north). Parents will stop at the cross walk and drop off their children with the monitors. Parents will **exit onto Young Circle. Parents can only turn right onto Young Circle.**

Parents need to walk their children up to the covered driveway before crossing in front of the drop off cars to avoid accidents. Parents will begin dropping off their children on the first day of school rather than walking them in to assist in eliminating disruption to each child's routine. Parents will be required to begin dropping off students on the first day of school. An orientation day is planned for the Friday before school starts for parents to meet teachers and show their children how to get to class. Staff will be available to walk all K & 1 students to class during the first week of school.

PLEASE DO NOT TALK ON YOUR CELL PHONE WHILE IN THE DROP OFF LINES. IT ENDANGERS THE STAFF AND STUDENTS. IT IS AGAINST STATE LAW AND IS A TICKETED OFFENSE BY OUR SCHOOL RESOURCE OFFICER AND ASSISTING POLICE OFFICERS.

DISMISSAL (Pick-Up):

We are including with this memo the pick up placard for your child's /children's name and grade that must be used by all of our parents to pick up their children. Please fill out the placard and place it in your windshield on the left side for staff to be able to read who you are picking up. If you are picking up more than one child by car pooling, please be sure to list the youngest child first with their grade and then the older ones with their grade beside their names. This placard must also be used when picking a child up at the "Elementary Parent Walk Up" located in the small play yard at the front of the school as well as the "Middle School Parent Walk Up Door" located at the rear of the school in the alley.

	
<u>Student's Names</u>	<u>Grades</u>
<i>Note: list students youngest (top) to oldest (bottom)</i>	

All parents must remain outside the school at dismissal time. Students will be sent to the designated pick up area.

Student Pick Up Traffic Patterns 2:45-3:15 PM

- 2:45 – 2:55 Kindergarten and Grade 1
- 2:55 – 3:00 Grades 2 and 3
- 3:00 – 3:15 Grades 4 through 8

Note: All Siblings will report to their younger sibling's dismissal room and wait as a group to be called.

Parents, Car Pool Cars, and Vans will prepare a placard provided by the school with child's /children's names and grade(s) written in large, clear print, last name included. This placard should be placed on the driver's side window so that staff can clearly read the name.

Parents will head **east on Harrison Street**; they will pass the school, (*do not make a right hand turn on 17th as it creates a traffic problem*), pass the Art and Cultural Center, and **turn right on 16th Avenue** (south).. Parents will turn **right on Van Buren Street** (west). Parents will turn **right at the back entrance to the school** (north). Parents will be directed into a lane according to their child's/children's grade(s). The child's name will be called over the walkie-talkie. Parents will **stop at the stop sign**. Staff will wave approximately 5-6 cars into the loading area (between crosswalk and alley). Parents will wait until they are directed to move forward. **All parents will wait until all children are safely loaded into the cars in the loading zone area. All parents in the loading zone area will wait for the all clear signal from staff before moving.** Parents will **exit by turning right out of the school loading zone onto Harrison Street**. Parents must turn right and head east on Harrison Street as they exit the school driveway.

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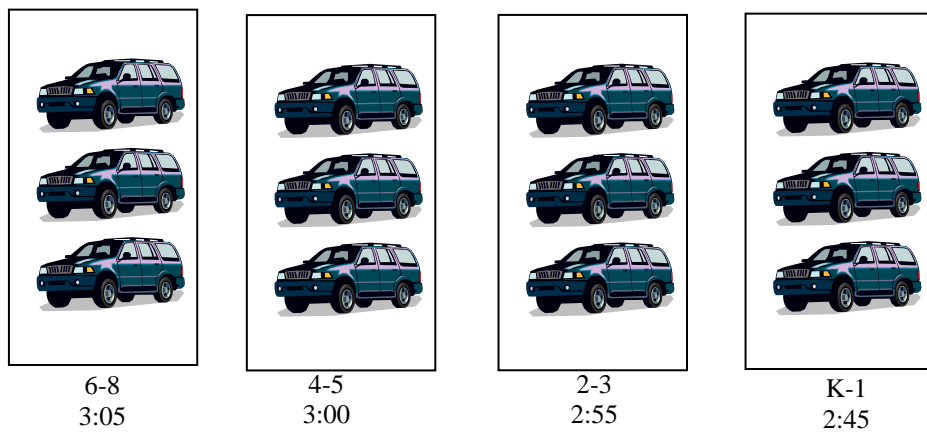
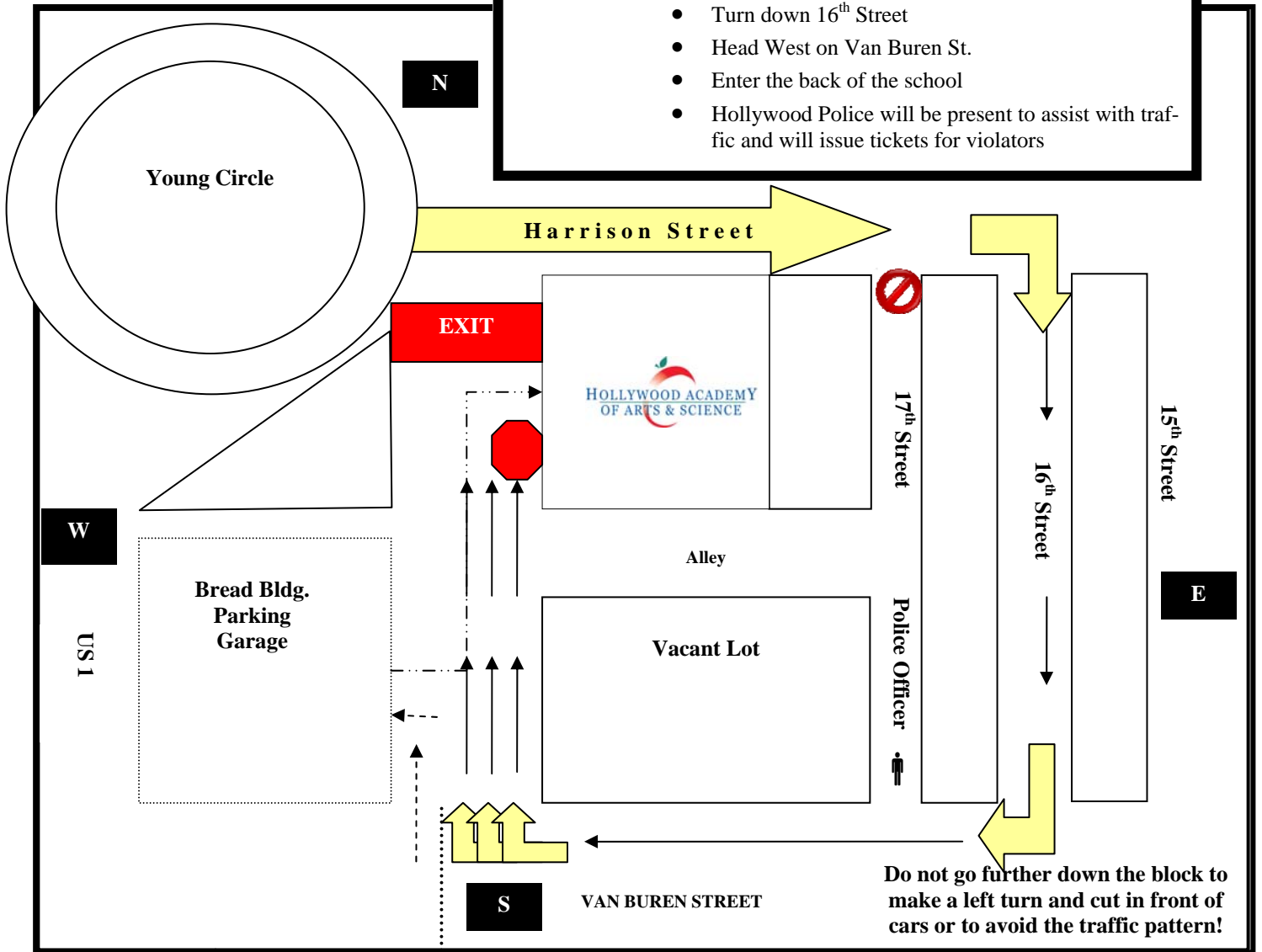
***All parents must remain outside the school at dismissal time.
Students will be sent to the designated pick up area.***

Parent Pick Up Reminders

Please notify your child's teacher of any dismissal changes

Please follow this traffic pattern:

- Turn down 16th Street
- Head West on Van Buren St.
- Enter the back of the school
- Hollywood Police will be present to assist with traffic and will issue tickets for violators



Van Buren Street

We will dismiss students from the youngest grades first, according to the following schedule:

- Grades K-1 are dismissed at 2:45 p.m.
- Grades 2-3 are dismissed at 2:55 p.m.
- Grades 4-5 are dismissed at 3:00 p.m.
- Grades 6-8 are dismissed at 3:05 p.m.



Student's Names

Grades

Parents: Please fill out the information for your personal car, car pool, or after car provider, and place in the driver side of your front window for dismissal. List students from youngest (top) to oldest (below). This form is also required at both Parent Walk Up locations.