



MIDDLE SCHOOL MORNING PROCEDURES

- * Students may enter the building via the front door beginning at 7:10 for **BREAKFAST ONLY!**
- * Students may enter the building for all other reasons beginning at 7:15am. Students will proceed to their designated area at that time.
- * Students WITH A HALL PASS may enter the office to gain access to the designated classroom.
- * Students dropping off excuse or early dismissal notes may drop off the note at the office and then return to their designated area.
- * Students who need to drop off sports equipment and/or musical instruments will wait in the lobby and will be let down the hall by a staff member at 7:42 to drop off their items before homeroom.
- * Students are required to enter the building via the front doors or back gym door D28 (closest to the stadium scoreboard) once they are on the middle school campus. Students are not permitted to remain outside on school grounds once they are on the middle school campus.
- * OUR FRONT BUS LOOP IS DESIGNATED FOR **BUSES ONLY** FROM 7:15-7:50 AM AND 2:15-2:50 PM.

**NO PARENTS SHOULD DROP OFF OR PICK-UP THEIR STUDENT
IN THE BUS LOOP AT ARRIVAL AND DISMISSAL TIME!**