

Parents will utilize the bus loop at the back of the school for drop off/ pick up. You will enter off of **Douglas** to get to the back of the school. There is **no** access to the back of the building when entering from Coffee Creek so you will need to make sure to come to the back of the building from **Douglas**.

-Drop Off: Enter on the sidewalk leading to the cafeteria door.

-Pick-Up: Depending on the weather, you will either pick up your child at the playground or at the gym doors. If it is before 4:45, we may still be in the cafeteria for snack time.

You will need to press the doorbell, located next to the gym door/ cafeteria door, to notify staff you are there for pick up. When you are checking out your child, you will scan a QR code with your phone to check them out.

Reminder: Children need to be picked up by 5:40 PM. A late fee of \$1.00 per minute/per child after that will be charged for any child remaining after 5:40 p.m. The 3rd late pickup occurrence will result in your child's dismissal from Daycare.

School Safe ID: Just like Redbud Elementary uses School Safe ID car tags for car rider and bus rider dismissal at the end of the regular school day, we will be doing the same thing for aftercare. You will need to make sure to have your tag hanging from the mirror in the car so that it is visible to staff members to enter the car number into our program.