

STUDENT TRANSPORTATION

ARRIVAL & DEPARTURE PROTOCOLS

- All students arriving to school will enter their respective buildings utilizing one designated point of entry.
- All students will be temperature screened as they enter the buildings.
- All students must wear face coverings while entering their respective buildings.
- All students will report to assigned classrooms upon entry into their respective building.
- All stakeholders need to keep in mind that there must be a safe, free flow of traffic during arrival and departure for the health, safety and welfare of everyone. This traffic includes buses, student walkers, self-transporters, faculty and staff.

Arrival of Student Walkers (MS/HS)

1. Students who walk to school must not arrive prior to 7:30 AM. Due to COVID-19 safety protocols and screening procedures, staff must be in place before doors will be opened.
Doors will not open prior to 7:30.
2. There will be no congregating outside either school building at the start of the school day.
3. At 7:30 AM, student walkers may enter the buildings with the following safety measures in place:
 - a. Maintain social distance from other students, one person at a time with appropriate space in-between;
 - b. Students must wear a face covering when entering the buildings;
 - c. HS students will use the HS main office entrance;
 - d. MS students will use the MS main office entrance;
4. MS/HS student walkers will have the opportunity to purchase/receive a grab-and-go breakfast when they enter, and immediately report to their assigned first period class. Students will keep their masks on and remain 6 feet apart.

BUS Arrival

- a. Buses will arrive at the buildings between 7:45 – 8:00. This means buses may be picking students up at their homes 10-15 minutes later than traditional times to minimize the amount of time students will be on the buses.
- b. Buses will release students one bus at a time for all students to maintain social distance from other students, one person at a time will enter with appropriate space in-between;
- c. Bused students will be dismissed from buses by the driver, one row at a time, to maintain proper social distancing.
- d. Students must wear a face covering when entering the buildings;
- e. All students will go through a temperature screening upon entering.
- f. Students will have the opportunity to purchase/receive a grab-and-go breakfast when they enter, and immediately report to their assigned classroom. Staff will be available to assist them. Students will keep their masks on and remain 6 feet apart.

Transportation Isolation Area Procedures

1. Isolation area will be the first seat on the bus passenger side.
2. This area will be used for students with COVID-19 symptoms or no mask.
3. If a student has a parent at home, the driver will call the garage on the radio and the garage will call the house to redirect the student.
4. If the parent/guardian isn't home, the student will enter the isolation area on the bus.
5. The driver will call ahead and let the building office/nurse know there will be a student dropped off to them before the other students are dismissed.
6. If a student is symptomatic at school and needs to be driven home, the dispatcher and Head Bus Driver will do this task whenever possible.
7. Full protective gear will be required by the driver taking student home. This includes mask, gloves and other appropriate safety equipment.

Parent Drop off/Self-Transportation

1. Parent Survey was provided and GCS has created bus routes and rosters based on feedback from families that will provide transportation for their students.
2. Eligible, licensed, self-transporting students may not transport other students (unless a sibling).
3. Students self-transporting must register vehicles with the HS Main Office.
4. Students self-transporting will be provided an assigned parking spot, and must park legally in designated parking and follow the school code of conduct for student parking privileges.
5. If permitted by the DCMO BOCES, students attending CTE/DCMO BOCES programs may self-transport with parent/guardian permission in compliance with GCS & DCMO guidelines.

Students Arrival Protocols

- a. Maintain social distance from other students, one person at a time with appropriate space in-between;
- b. Students must wear a face covering when entering the buildings;
- c. Parents will not be allowed to enter the building; if you are walking your student to the door masks must be worn.
- d. All students will go through a temperature screening upon entering.
- e. Students will have the opportunity to purchase/receive a grab-and-go breakfast when they enter, and immediately report to their assigned classroom. Staff will be available to assist them. Students will keep their masks on and remain 6 feet apart.

Arrival times and Locations for each building

Primary School

Times: 7:30 – 8:00

Location: Loop in front of Primary School, and enter main office entrance

Intermediate School

Times: 7:30 – 8:00

Location: Loop in front of Intermediate School, and enter main office entrance

Middle School

Times: 7:30 – 7:45

Location: Parents will pull up in the drop off lane next to the green fence in the main parking lot. Students will cross at the cross walk and enter MS office entrance

High School

Times: 7:30 – 7:45

Location: Loop in front of the High School, and enter HS office entrance

Bus Departure

Primary & Intermediate School

1. Student release to buses will begin at the 2:00. Buses will be parked in the bus loop between the Primary and Intermediate School.
2. Classes will be dismissed by voice announcement.
3. Students will wear masks and maintain social distance from other students as they go to Buses.
4. Students must wear a mask and remain in their assigned seats at all times while on the Bus.

Middle/High School

1. Student release to buses will begin at the 2:30-2:35. Buses will be parked in the bus loop In the main parking lot but loop.
2. Grade levels will be dismissed by voice announcement.
3. Students will wear masks and maintain social distance from other students as they go to Buses.
4. Students must wear a mask and remain in their assigned seats at all times while on the Bus.

Dismissal of Students with Parent/Guardian Pick-Up

Primary

1. Students who are picked up by a parent/guardian will be dismissed starting at 2:10 PM Parents will not need to leave their vehicles to pick their students up.
2. Each family who has chosen to transport their children after school will be given a car tag with a number (*tags will be handed out on the first day of school when you pick up*).
3. When you pull up, the attendant will read the number and call into the school for your child/children (on day one, you will tell the attendant who you are picking up).
4. Students will then walk to your car.
5. All pick up children will have tags (similar to bus tags) which will match your car tag. If the attendant doesn't recognize the adult in the vehicle, we will ask for ID.
6. In the event you need to pick up your child instead of having them ride the bus, we will issue the student a temporary parent-pick up tag. In this case, parents will not have a regular tag with a number. When you pull up, the assistant will ask you which student(s) you need and they will be sent to you.
7. If the attendant does not recognize you, we will ask for ID.
8. When you receive the tag, there will be an assigned pick up time on it. The pick up times will be staggered so that we do not back traffic up at dismissal time or block the buses. Parent pick up will start at 2:10. (*One the first day of school parents may arrive between 2:10 and 2:30 for pick up. After that, please arrive at the assigned time on your tag*).
9. UPK parent pick up for the am class will be at 10:30 in front of the Primary School. You will not need a tag for **am UPK** pick up. UPK parent pick up for the pm class will start at 2:10. The pm students will be assigned a tag since the volume of students being picked up will be much greater.

Intermediate School

1. Students who are picked up by a parent/guardian will be dismissed starting at 2:00 PM by voice announcement.
2. School personnel will be stationed at the front entrance to log student sign out.
3. We ask that parents wear masks while waiting in line to sign out and maintain social distancing
4. You will not have to enter the building for sign outs.
5. We will call your child to the door once we have confirmed who is there to pick up a student. ID may be required if the staff does not recognize the person picking up the student.
6. Masks should remain on until you get inside your vehicle as you will be passing others

Middle/High School

1. Students who are picked up by a parent/guardian will be dismissed at 2:30 PM by voice announcement.
2. MS students will be picked up in the main parking lot at the MS end.
3. HS students will be picked up in the loop in front of the HS.
4. MS/HS students will be supervised by district staff as they depart their respective Buildings and get picked up from school.
5. The following Health/Safety/Welfare precautions will be adhered to during this dismissal procedure including:
 - a. Wear masks and maintaining social distance from other students, exiting one person at a time with appropriate space in-between.

Dismissal of Student Walkers (MS/HS)

1. Students who walk home will be dismissed from MS/HS at 2:30 PM by voice announcement.
2. There will be no congregating outside either school building at the end of the school day.
3. Student walkers may exit the buildings with the following measures in place:
 - a. Maintaining social distance from other students, one person at a time with appropriate space in-between;
 - b. Walkers must wear a face covering when exiting the buildings for additional protection and safety precaution;
4. MS/HS students will use the exit nearest their respective main office.
5. MS/HS student walkers will be supervised by district staff as they depart their respective buildings.
6. During the walk home social distancing must be maintained.