

## Addendum to 2022-2023 Family Handbook Added February 2022

### Student Arrival and Dismissal



#### Arrival Instructions:

1. Arriving from the east or west on Nowland Avenue, or from the south on Oakland Ave:
  - a. Approach the school entrance with caution and wait for the crossing guard to signal your safe entrance across traffic into the school driveline.
  - b. Upon entering the driveline, turn right to circle the parking lot until arriving at the front of the building to drop off your student(s).
  - c. **DO NOT PARK AT THE CURB!** Students should exit from the car to the school sidewalk to enter the school.
  - d. Continue around the circle to the exit.
  - e. There are no right turns out of the school lot.
  - f. Wait for the crossing guard to signal a safe exit and exit straight onto Oakland Avenue or left onto Nowland.
  - g. Students may enter the building at 7:30 AM and are counted tardy at 8:00 AM.
2. Safety Reminders:
  - a. Do not stop on Nowland to let your students out of your car. This puts your students at unnecessary risk.
  - b. Turn your music down and choose acceptable music. Offensive music with suggestive lyrics sets a poor example for students.
  - c. Do not smoke while on school property. This is a state law.
  - d. Refrain from swearing or cursing while on school property.

#### Departure Instructions

- There are 2 release times at PSOE.
  - K-2 (bottom floor) students will be released at 3:15PM
    - ▣ Families with students in K-2, who have siblings in 3-8, will be released at 3:30PM
- Grades 3-8 (top floor) students will be released at 3:30 PM.
  - Students who carpool in grades 3-8 with students in grades K-2 will be released at 3:30 PM.
  - Students who are walkers will be released at 3:40PM after the standard time to allow traffic to decrease.

#### Pick Up Procedures

- No parking in front of garage entrances in the alley.
- No parking on the north side of Nowland Avenue between Parker and Dearborn.

- No parking anywhere in the roundabout in front of the school; this is a pick-up and drop-off zone.
- Parents/guardians must present their student pick-up card when entering the building at dismissal.
- Parents/guardians are expected to pick-up their child on time and return to their vehicle to clear space for others to park.
- Upon leaving the parking lot, do not turn right onto Nowland Avenue. This is a “School Advised One Way Zone” designed to protect student walkers and keep the road from getting too congested.
- Speeds in the driveline must be less than 10 MPH at all times.
- Parents/guardians are expected to drive slowly and carefully while staying aware of their surroundings.

### **Additional Parking**

We have opened three additional parking areas, which can be accessed through the alley on the east side of the school. There is a parking area on the north side of Nowland and two other areas on the south side of Nowland.

### **After School Tutoring**

The school will host three after school tutoring sessions throughout the school year. All students are encouraged to attend. Information will be sent out to parents prior to each tutoring session. Tutoring will take place after school Monday through Friday and snacks will be provided to all who participate.

### **Social Media**

Parents may follow the school on social media at [Facebook.com/PSOEBrookside](https://www.facebook.com/PSOEBrookside), on Twitter at [@PSOEBrookside](https://twitter.com/PSOEBrookside), and Instagram at [@ParamountBrookside](https://www.instagram.com/ParamountBrookside).

### **Daily Schedule**

6:15 - 7:30 am	Before School Care (YMCA)
7:30 - 7:55 am	Doors Open / Breakfast Served
8:00 am	Instruction Begins
3:15 pm	K-2 Dismissal
3:30 pm	3-8 Dismissal
3:40 pm	Walkers Dismissal
3:15 - 6:00 pm	After School Care (YMCA)

### **After School Activities**

Paramount Brookside offers many after-school activities, such as football, basketball, soccer, art club, and yearbook club. Students will be notified when sign-up opportunities take place for each activity.