

Preschool Arrival

Toddler Class Arrival – 8:55-9:05 Classroom Drop Off & Health Check

Directions – For everyone’s safety, you must park in the lot on the left side of the building. Walk up the hill towards front of the building and enter using the left walkway. Main doors open at 8:55am. Walk straight down the hall to room 118. Please exit this same way.

Older Sibling At Preschool? – 2 drop off choices:

1. Drop off all children (including toddler) in car line
2. Drop off older children in car line then park in side lot and walk toddler to classroom (see above)

Late Arrival - If you arrive after 9:05 and there are no preschool staff members outside, please walk your child to the main right door and ring the doorbell. A preschool or church staff member will let you in.

2-5 Year Old Class Arrival – 8:55-9:05 Outside Car Line Drop-Off & Health Check

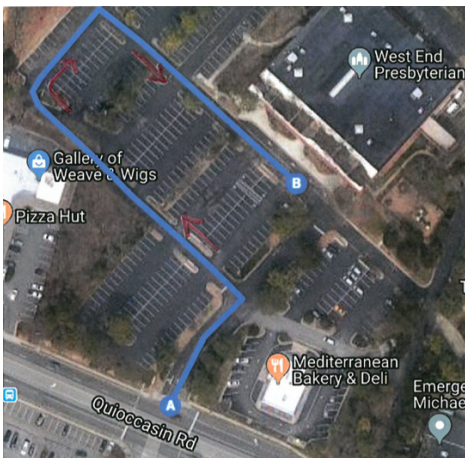
Car Line Directions

- Use entrance at Quioccasin. Take first left and drive straight down to edge of parking lot. Turn right along edge then right again to pull up along front sidewalk. Pull up to 1st available cone. Map below.
- Wait in your car for a staff member to complete child’s health check and take your child to his/her class.
- Please **DO NOT** cut across the parking lot or cut into the line.

Blue Walkers’ Cone Directions

- For safety, this is only for families who walk to preschool.
- Wait for preschool staff at the blue cone (located by end of left walkway/left end of front sidewalk)

Late Arrival - If you arrive after 9:05 and there are no preschool staff members outside, please walk your child to the main right door and ring the doorbell. A preschool or church staff member will let you in.



Preschool Dismissal

Toddler Class Dismissal Classroom Pick-Up

Toddler Pick-Up Time - 11:45 in classroom, Room 118.

Directions – For everyone’s safety, park in the lot on the left side of the building. Walk up the hill towards front of the building and enter using the left walkway. Far left doors unlocked 11:40-11:50.

Older Sibling At Preschool? – 2 pick up choices:

1. Join 2s car line at 11:45 (follow 2s dismissal, see below) & wait for teacher to bring child to you.
2. Park in left side lot, get toddler from classroom & then get in 3s/4s car line to pick up siblings.

2 Year Old Class Dismissal Outside Car Line Pick-Up

2s Class Pick-Up Time - 11:45

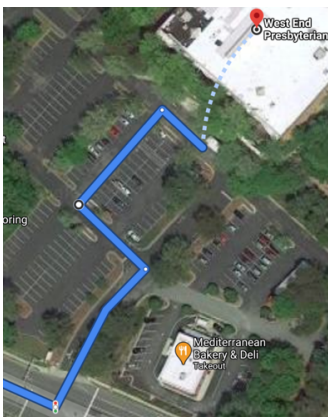
Older Sibling At Preschool? – You may stay in 2s line and wait for older preschooler.

Car Line

- Hang child’s name card from rear view mirror.
- Use entrance at Quiocassin. Take the first left and then the second right into the front parking lot. Drive through the parking lot and then turn right to pull up along front sidewalk. Pull up to 1st available cone. See map below.
- Wait in your car for a staff member to bring your child to your car.
- Preschool staff will help your child into your car but will not buckle them. Please pull up in front of playground or into a parking spot to buckle your child.

Walkers’ Line (only for families who walk to preschool)

- Wait by the blue cone (near left walkway) with your child’s name card visible.
- Stay at the blue cone until a preschool staff member brings your child to you.
- Do not walk down the sidewalk in front of WEPC.



3-5 Year Old Class Dismissal Outside Car Line Pick-Up

3s & 4/5s Pick Up Time – 11:55-12:05

Car Line

- Hang child's name card from rear view mirror.
- Use main entrance at Quioccasin. Follow arrival directions above. Don't cut across parking lot or line.
- Wait in your car for a staff member to bring your child to your car.
- Preschool staff will help your child into your car but will not buckle them. Please pull up in front of playground or into a parking spot to buckle your child.

Walkers' Line (only for families who walk to preschool)

- Wait by the blue cone (near left walkway) with your child's name card visible.
- Stay at the blue cone until a preschool staff member brings your child to you.
- Do not walk down the sidewalk in front of WEPC.

Late Pick Up Fee

Late Pick-Up Fee

If you arrive late to pick up your child and the car line is done, you will be charged \$5 for each 10-minute increment. You will receive a late fee slip on the next preschool day with amount.

- Toddlers & 2s - \$5 if picked up between 11:50-12:00, \$10 if picked up between 12:01-12:10, etc.
- 3s & 4s – \$5 if picked up between 12:05-12:15, \$10 if picked up between 12:16-12:25, etc.