



R. W. VINCENT ELEMENTARY SCHOOL
1634 S. BEGLIS PKWY SULPHUR, LOUISIANA 70663
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Dear Parents,

We are striving to ensure that our R.W. Vincent students arrive safely and are safely dismissed each day. To make sure this happens, we need assistance from you! Below are a reminder of our arrival and dismissal procedures:

Car riders arrive and are dismissed through the car line. Walkers are dismissed through the front doors and escorted to the school property line. Any changes to the way your student is to be dismissed must be made through a note to your student's teacher or a phone call to the office, teachers will NOT take the word of a child about altered dismissal plans. Also, please remember that 2:30 is the latest a student can be check out from school or changes can be made to the way a student is dismissed.

Car Riders: Drive through pick-up/drop-off only.

- Car line drop-off begins at 7:15am, do not allow your student to exit the vehicle until a teacher is outside.
- No pick-ups in the afternoon will be made at the gym doors or by parents walking up.
- The gates for pick-up open at 2:15pm, dismissal begins around 2:55pm.
- Please do not block traffic on Beglis Parkway if you arrive prior to the gates opening at 2:15pm.
- Car line pick-up ends at 3:15pm.
- Please pay attention in the pick-up/drop-off line! It takes all of us to ensure the safety of our students.
- Hands-free devices only! We need your eyes on the road and our students.
- We prefer for students to enter/exit on the drivers' side, however, if they must enter/exit on the passenger side they must cross in FRONT of your car.
- Please have your child packed and ready to exit the vehicle once under the canopy.
- If your child needs assistance with buckling, please pull up and to the left in the circle drive.
- No Tobacco or smoking devices allowed on school property.

Walkers:

- Students walking to school should arrive no earlier than 7:15am.
- Students walking home towards Boiling Point in the afternoon must be met by an adult at the property line (where the crossing guard stands). If you would like your student to walk without an adult meeting them a written statement must be provided to the school prior to this being allowed.
- No one is to walk up to the school to drop off/pick up a student.
- No Tobacco or smoking devices allowed on school property.

Thanks!

R.W. Vincent Administration