



Oregon Episcopal School

ALWAYS OPEN

2021 Drop-off and Pick-up Instructions

Student drop-off and pick-up routines have been altered this year to allow for appropriate physical distancing and to accommodate health screening of the children as they arrive. These needs have made the routines a bit more complicated, so please carefully review the procedures to be sure you are familiar with your routine. **IF YOU HAVE CHILDREN IN MORE THAN ONE DIVISION, BE SURE TO SEE THE SPECIAL INSTRUCTIONS FOR MULTI-DIVISIONAL FAMILIES AT THE BOTTOM OF THIS DOCUMENT.**

Drop-off and Pick-up Times

DROP-OFF TIMES

Lower School

- Pre-K
 - 8:15—morning cohort
 - 11:15—afternoon cohort
- K – 5
 - 8:00 if child's last name begins with letter A-K;
 - 8:15 if child's last name begins with letter L-Z

Middle School

- 8:00 (classes begin at 8:15)

Upper School

- 8:15 (classes begin at 8:30)

PICK-UP TIMES

Lower School

- Pre-K
 - 11:30—morning cohort
 - 2:30—afternoon cohort
- K-5
 - 2:30 (1:30 on Wednesdays) if child's last name begins with letter A-K
 - 2:45 (1:45 on Wednesdays) if child's last name begins with letter L-Z

Middle School

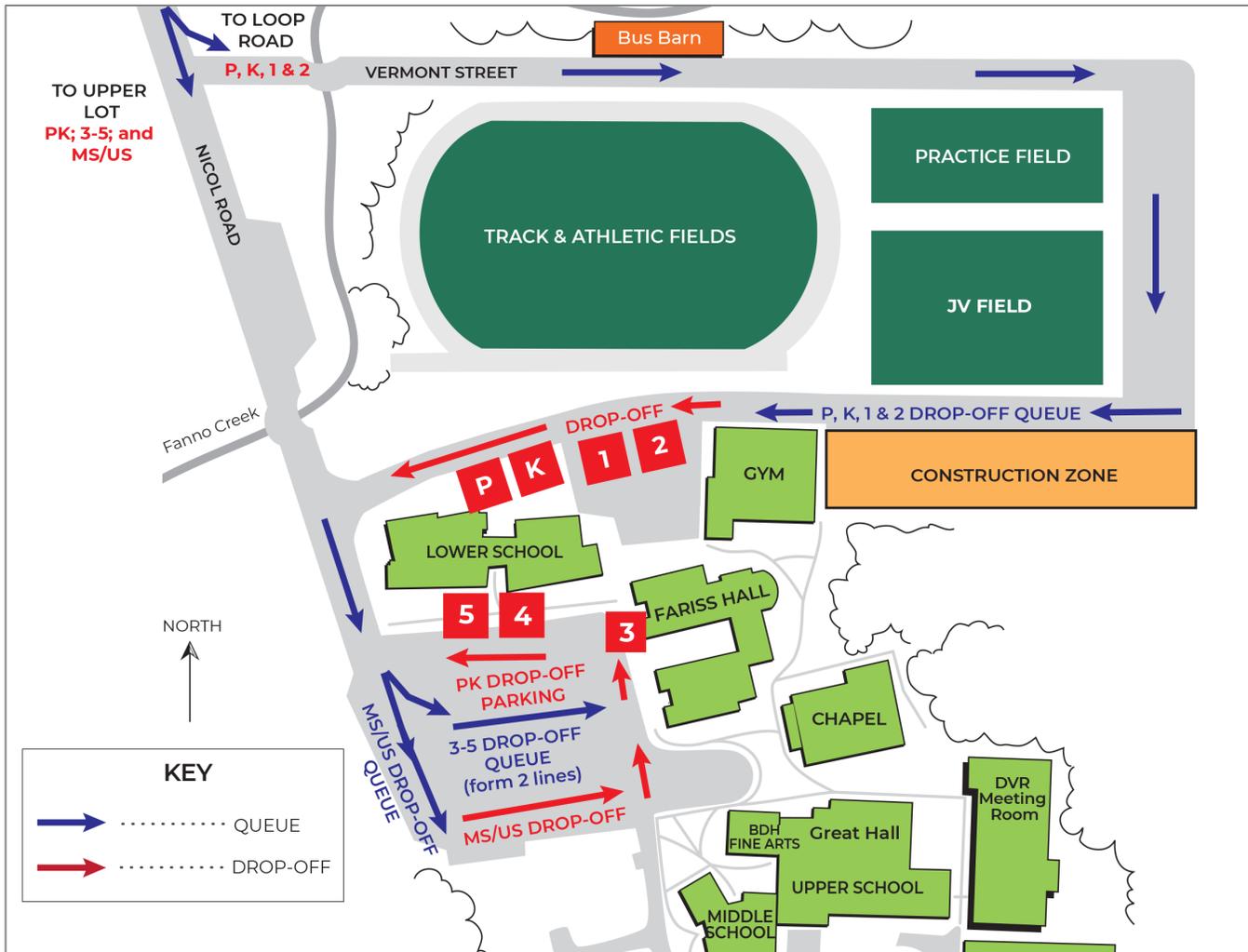
- 3:05 (2:00 on Wednesdays)

Upper School

- 3:20

TO MINIMIZE CONGESTION, PLEASE DO NOT ARRIVE MORE THAN 5 MINUTES PRIOR TO YOUR SCHEDULED DROP-OFF OR PICK-UP TIME. STUDENTS CANNOT BE DROPPED OFF BEFORE THE SCHEDULED TIMES.

Morning Drop-off Locations



IF YOU HAVE MULTIPLE CHILDREN, DROP THEM ALL IN THE APPROPRIATE LOCATION FOR THE YOUNGEST CHILD.

Pre-Kindergarten: Park in the reserved spaces across from the Lower School building and walk your child to the exterior classroom door.

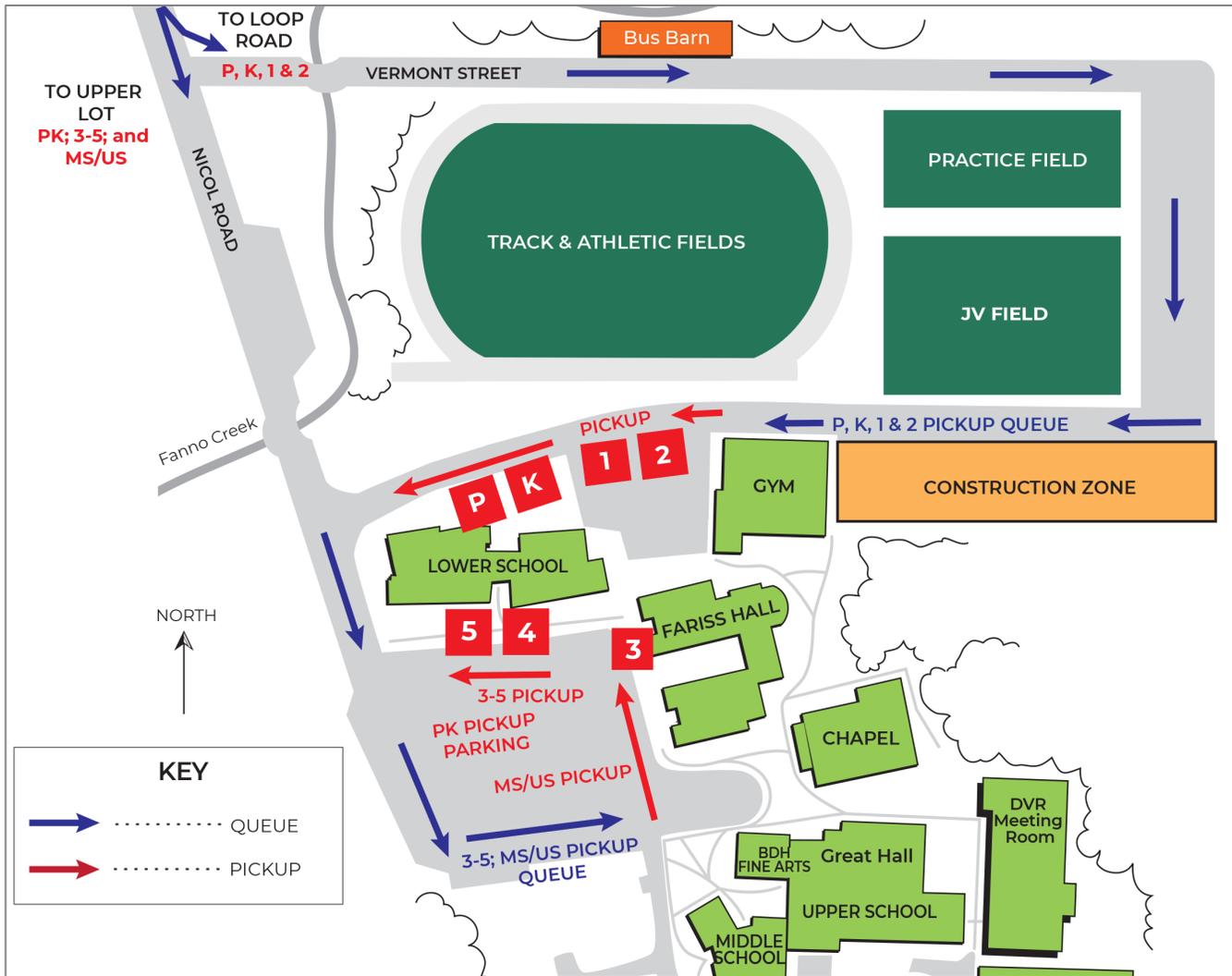
Grades K, P, 1, 2: Drop off adjacent to the playground by turning left onto Vermont St. and driving around the fields. Pull to the sidewalk in the appropriate grade-level zone as directed.

Grades 3-5: Use the lower loop in the main parking lot and form a double line. When directed, pull to the appropriate grade level zone.

Middle School: Use the upper loop and unload at the sidewalk at the top of the parking lot or the Belltower crosswalk as directed.

Upper School: Use the upper loop and unload at the sidewalk at the top of the parking lot or the Belltower crosswalk as directed.

Afternoon Pick-up Locations



Pre-Kindergarten: Park in the reserved spaces across from the Lower School building and walk to the outside classroom door to pick up your child.

Grades K, P, 1, 2: Pick up adjacent to the playground by turning left on Vermont St. and driving around the fields. Line up as directed adjacent to the gym. Pull to the sidewalk in the appropriate zone as directed. If you have multiple children in the LS, pick up grades 3-5 **FIRST** and then proceed to the playground pick-up loop for K-2 children.

Grades 3-5: Line up in two rows as directed at the top of the main parking lot. Pull to the appropriate grade-level zone as directed. If you have multiple children in the LS, pick up grades 3-5 **FIRST** and then proceed to the playground pick-up loop for K-2 children.

Middle School: Line up in two rows as directed at the top of the main parking lot. Pull to the lowest available spot along the walkway in front of Fariss Hall as directed.

Upper School: Line up in two rows as directed at the top of the main parking lot. Pull to the lowest available spot along the walkway in front of Fariss Hall as directed.

Special Instructions for Multi-Divisional Families

DROP-OFF

- Lower/Middle or Lower/Middle/Upper. Drop MS and US students at appropriate LS zone with LS student at 8:00.
- Lower/Upper. Drop US students at the appropriate Lower School zone with LS student at 8:15. If US student is driving, US student may park and walk LS sibling to the LS main entry.
- Middle/Upper. Drop at the MS/US drop-off point at 8:00.

PICK-UP

- Lower/Middle. Pick up your LS child at the appropriate location at 2:45 (regardless of the first letter of the student's last name). Exit to Nicol Road, turn right, and then turn right on Vermont St. to the **LS PLAYGROUND** location to pick up your MS student at 3:05.
- Lower/Upper. Pick up at 3:20. EITHER the parent parks and walks to Lower School main entry to pick up LS student, OR US student walks to LS main entry to pick up LS sibling and both students proceed to US pickup zone. US student drivers walk to LS main entry to pick up LS sibling.
- Lower/Middle/Upper. Same as Lower/Upper, except US student meets MS sibling in Belltower circle.
- Middle/Upper. Pick up at 3:20 at MS/US pick-up zone. US student will meet MS sibling in Belltower circle.