



*Anna Independent School District
Joe K. Bryant Elementary
501 S. Sherley Street
Anna, TX 75409
Phone: 972-924-1300
Fax: 972-924-1301*

Paula McMillion, Principal

Scott Johnston, Assistant Principal

Shannon Davis, Counselor

Drop Off and Pick Up Procedures

Arrival – Drop Off

Class starts promptly at 7:45am. Children may be dropped off at school no earlier than 7:20am. **Busses will load and unload in front of the building. You will be dropping your child off on the east side of the building by the cafeteria.** Please pull up as far as possible. At that point your child may exit the *passenger side* of the vehicle. There will not be a crossing attendant to cross students from the parking lot. **Parents are not allowed to drop off students from the parking areas or in front of school.**

There will be a crossing attendant to assist the students that walk or ride their bikes to school. Students must remain on the crosswalk and wait to be crossed by the crossing attendant.

Note: Please, do not exit your vehicle while unloading or loading in this lane and do not allow your child to exit or enter on the driver side of the vehicle, this is a dangerous area. We have staff members placed on the sidewalks to assist with students as they exit and enter vehicles.

The first bell rings at 7:40am. At that time, students in the gym or cafeteria will be released to their classrooms. The final bell rings at 7:45am. Students should be in their homeroom class at this time or they will be counted tardy. If a child is not yet in his or her classroom at 7:45 he or she needs to go to the office for a tardy slip. School personnel will then escort the child to the classroom if necessary.

Dismissal – Pick Up

School is dismissed at 3:00pm. Please be sure to discuss with your child his or her after school plans (pickup, walking home, or riding the bus) so he or she knows what to do each day.

Your assigned family number will remain the same as last year. Your family number will be used for picking up your child through the car line or walk up line. If you are new to JKB you will receive a sticker and pick up pass with your family number on it. It is imperative that your child memorize this number before the first day of school. The sticker is to be placed on the lower window of the passenger side so it is visible to our staff. Additional stickers may be purchased in the office for \$2.00. Parents who prefer to walk up must present their family number at the east side of the building (gym door). Any person that does not have a family number with them at pick up will be asked to park, go to the office and show picture identification before any child is released. This procedure helps to monitor the safety of our children.

Early Pick Up and Messages to Students

If you need to pick up your child prior to dismissal due to medical appointments, you must send a note in the morning or call the school prior to 2:00pm that day. After you have checked in the office with proper identification, we will call your child to the office. Please be aware that children will not be released through the office after 2:45. In order to ensure that your child receives any messages or notifications of change in their normal routine, we ask that you please let the office know prior to 2:00. We will not take messages after 2:00.

Please keep in mind that the safety of our students is our primary concern.

If you have any question regarding these procedures, feel free to contact Shirley Beazley at 972-924-1300 or by email: Shirley.Beazley@annaisd.org.