

## **Earlier Start Time Information for Parents (for website)**

Starting on the first day of school in the 2018-2019 school year, the Mill Pond day will shift 23 minutes earlier than previous years. The school day will officially begin at **7:45 a.m.** and end at **2:02 p.m.** All periods, including recess and lunch times, will shift 23 minutes earlier in the day.

### About Arrival...

- Bus routes have been reconfigured. Please make sure your child knows their bus number so he/she will board the correct bus in the afternoon.
- Most buses will arrive at stops earlier than in the past to get students to school at the earlier time. Consult the bus routes on the Mill Pond website for stops and times.
- The parent drop-off routine will be the same as in the past, with cars cycling through the same route in the parking lot. Students can be dropped off at 7:30 a.m. at the earliest, when supervision of students begins.
- Parents exiting the parking lot after drop off should not cut into a wave of buses leaving Mill Pond to get to their next routes.
- As in the past, we encourage parents who drop off their students in the morning to have their son/daughter here at least five minutes (7:40) before the official start of day to give them time to get to their classroom and get ready for the day.
- As in the past, students arriving at the office after 7:45 should be accompanied by a parent or guardian to sign them in.

### About Dismissal...

- Following is the sequence of bells at dismissal time:
  - 2:00 Extended Day Program students dismissed
  - 2:02 Students on buses #1 to #11 and on Minibuses 1-3 dismissed (and directly boarding buses)
  - 2:06 Students on buses #12 to #23 dismissed (and directly boarding buses)
  - 2:08 Parent pick-up students dismissed to cafeteria
- Parent pick up has been moved after bus student dismissals for two reasons. It will allow buses to leave as quickly as possible to get to their next routes. With the change in Gibbons Middle School and Westborough High School end times, the timing of afternoon bus routes is tighter than in the past. Secondly, keeping parent pick up students separate from the large waves of students boarding buses will help ensure all students are going to the right place.
- Parents picking up at dismissal time should park in the lot and come directly in to the cafeteria (not through the office) to wait for their student who will be dismissed at 2:08. A secretary will facilitate the signing out of all parent pick up students.
- Parents exiting the parking lot after picking up their child should not cut into a wave of buses leaving Mill Pond.
- Please avoid picking up your child between 1:45 and dismissal time, as this is a busy time in the office.