



GOBLES PUBLIC SCHOOLS



Katherine Markovich, K-12 Assistant Principal

MS/HS Phone (269) 628-9345
Elm. Phone (269) 628-9445
katherine.markovich@gobles.org

"Excellence by Design"

409 North State Street
P.O. Box 412
Gobles, MI 49055

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Dear Parents:

Welcome back to school! It is going to be a great year, with lots of fun and learning. We can't wait to see you all! This year at Gobles Elementary the arrival and dismissal procedures are going to be somewhat different than previous years and we want you to be aware of the changes.

A big change that you will notice is that no parents are going to be allowed in the school during arrival and dismissal times. Parents are welcome to park in the designated parking lots and walk their students to the doors at arrival. They may also park and wait outside the door for students at dismissal. All exterior doors will be locked for the health and safety of the students and staff.

Key Details:

- Students will be given designated doors to enter and exit from by grade-level. The chart and map provided will show these areas.
- Doors will always be locked, and teachers will pick-up students in the morning and walk them outside in the afternoon.
- Parents may drop-off students using the turnaround off of M40 if they do not intend to park. This area is for moving traffic ONLY and should not include parents who would like to park. We will be monitoring this area for continuous traffic flow.
- Parents will be given designated parking in the "gym" parking lot that is located off of Van Buren St. OR in the side parking lot near the turnaround off of M40 (see map). Both of these parking lots have sidewalks that lead to all entrance/exit doors and will allow for safe and easy walking for students and for parents who prefer to walk their child to the door in the morning or meet them outside the door at the end of the day.
- There should be no parent parking in the parking lot off of the main entrance of the elementary building, where the buses drop-off and pick-up students. This will be for buses and STAFF parking only.
- There will be a bell at 8:40 each morning, when teachers will pick-up students at the door and let them in the building to walk them to the classroom. No parents will be allowed to enter.
- Teachers will escort students out of the building at the end of the day to be dismissed at 3:10 pm. No parents will be allowed to enter.
- If a student is tardy and needs to be signed-in, parents should park and come to the main entrance. Both student and parent should have taken their temperatures and self-screened for symptoms prior to coming to school. A mask will be required.
- If a student needs to be signed out early, the same procedure will occur as that of tardy students. The self-screening and a mask will be required. Parents will wait in the office for their child.

Sincerely,

Katherine A. Markovich
K-12 Assistant Principal
Gobles Public Schools

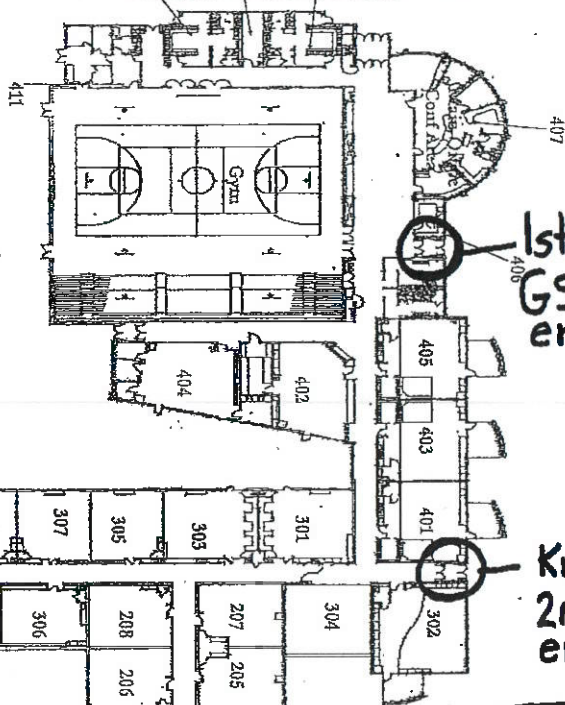
Elementary
Main Entrance

Staff Parking
only

Bus loading and unloading only

Gym
Parking
Lot

Parent
Parking



1st grade
GSRP
entrance/exit

Kindergarten
2nd grade
entrance/exit

Tiger Time
Headstart
entrance/
exit

4th/5th
grade
entrance/
exit



Middle/
High
School

Parent
Parking

Head
start
bus

3rd grade
entrance/
exit

Van Buren

M40

Gobles Elementary School Arrival and Departure Procedures

ALL DOORS WILL BE LOCKED AT ALL TIMES. STUDENTS WILL ENTER WHEN A STAFF MEMBER COMES TO THE DOOR AND LETS THEM IN. TARDY STUDENTS WILL ENTER AT MAIN OFFICE ENTRANCE TO BE CHECKED IN BY OFFICE. PARENTS WILL NOT BE WALKING STUDENTS INTO THE SCHOOL OR TO THE CLASSROOM.

There will be a 8:40 bell when teachers will head to grade-level assigned doors and greet and bring students to their rooms and an 8:45 bell to mark the beginning of class (tardy bell).

ARRIVAL

BREAKFAST	Students will enter the building @ 8:40 with a teacher and move directly to class. Breakfast tubs will be delivered to classrooms prior to the bell at 8:45 so students can enter and eat breakfast immediately.
KINDERGARTEN and SECOND GRADE	Kindergarten and second grade teachers will meet their students at the entrance between Tregloan's and Coombs' classrooms and walk them to class.
FIRST GRADE and GSRP	First grade and GSRP teachers will meet their students at the entrance across from the h.s. gym entrance (next to Tiller's room) and walk them to class.
THIRD GRADE	Third grade teachers will meet their students at the far entrance (near Cook's room/"3rd grade hall") and walk them to class.
FOURTH GRADE and FIFTH GRADE	Fourth and fifth grade teachers will meet their students at the back entrance closest to their classrooms (see map)
Tiger Time and Headstart	Tiger Time and Headstart teachers will meet their students at the old main entrance near the library and Marsh's office and walk them to class.
OTHER STAFF without classes at arrival time	Any staff that is on duty, but not assigned students during arrival time should position themselves around the exterior of the building to assist with students coming, parents dropping off (outside), and keeping traffic flowing in the loop. (Be outside by 8:40) Mr. Lisowski, Mr. Miller, and Ms. Markovich will be positioned at different places to also assist with this.

Dismissal

<p>KINDERGARTEN and SECOND GRADE (Kindergarten may begin dismissal process @ 3:05) (Second grade may begin dismissal process @ 3:07)</p>	<p>Kindergarten and second grade teachers will walk their students to the exit between Tregloan's and Coombs' classrooms and walk them outside to leave.</p>
<p>FIRST GRADE and GSRP (1st grade and GSRP may begin dismissal process @ 3:05)</p>	<p>First grade and GSRP teachers will walk their students to the exit across from the h.s. gym entrance (next to Tiller's room) and walk them outside to leave.</p>
<p>THIRD GRADE (3rd grade may begin dismissal process @ 3:07)</p>	<p>Third grade teachers will walk their students to the far exit (near Cook's room/"3rd grade hall") and walk them outside to leave.</p>
<p>FOURTH and FIFTH GRADE (4th/5th grade may begin dismissal process @ 3:09)</p>	<p>Fourth and fifth grade teachers will walk their students out of the back exit, closest to their classrooms (see map).</p>
<p>OTHER STAFF without classes at dismissal time</p>	<p>Any staff that is on duty, but not assigned students during dismissal time should position themselves around the exterior of the building to assist with students leaving, parents picking-up, and keeping traffic flowing in the loop. (Be outside by 3:07) Mr. Lisowski, Mr. Miller, and Ms. Markovich will be positioned at different places to also assist with this.</p>