STUDENT CAR RIDER AND BUS INFORMATION

Randallstown Elementary parents and guardians, please be reminded of the following:

- Students who ride school buses are assigned to the bus stop nearest their home. Students are not permitted to utilize other stops without permission.

- Students may not ride an alternate bus with a friend or family member (going to a sleepover, etc.) without a note from a parent. This must be presented to the office **BEFORE** the child gets on the alternate bus to ensure the driver received the information.

- Any changes in transportation that are different from your child’s daily transportation must be made in writing by a note, email, or text that can be verified from a parent or legal guardian’s phone number. **PHONE CALLS FOR DISMISSAL CHANGES WILL NOT BE ACCEPTED.** This is to ensure that only a parent or legal guardian is making this change. This procedure also applies for emergency weather related closures or scheduled early dismissals.

- Sweet Potato Kids is the before and after care program that uses our school cafeteria. As per Baltimore County Public Schools use of facilities procedures, Sweet Potato Kids will not open during emergency weather related closures or scheduled early dismissals. Please make sure your child and the school is aware of alternate transportation for these closings.

**EARLY DISMISSALS**

Early dismissals can occur until 3:30pm. Please inform your child’s teacher that your child is leaving early. You must come to the front door facing the bus loop with your identification to sign the student out. The student will be brought to the door. Students will only be released to persons on their emergency contact list.
STUDENT CAR RIDER AND BUS INFORMATION

Randallstown Elementary parents and guardians, please be reminded of the following:

- Use the horseshoe loop to drop off and pick up your child before and after school. For morning drop off, please have your child remain in your vehicle until directed by a staff member. For afternoon pick up, please stay in your vehicles and hold up your pick up sign. Only authorized persons listed on the car-ride form will be permitted to pick up your child. Please do not use the staff parking lot facing Marcella Avenue to drop off or pick up your child.

- Buses ONLY will be permitted in the loop facing the front door between 8:30am-9:10am and 3:00pm-4:30pm. Please do not drop off your child before 9:05am.

- As you leave the school headed towards Greens Lane, NO LEFT TURNS (only buses can make left turns) are permitted between 7:00am-9:30am and 2:00pm-4:30pm on school days. Please make an immediate right.

Please remember to drive slowly, be courteous, and be patient.

We appreciate your cooperation with these procedures. Our primary concern is the safety of our parents and students.

LATE ARRIVALS

Students who arrive after 9:20am are considered late. For safety reasons, parents or legal guardians must accompany their students to the main office to receive a late slip. Our school hours are 9:05am-4:05pm.