

## Arroyo Grande United Methodist Children's Center

275 N. Halcyon Road Arroyo Grande, Ca 93420

Phone: 805)481-2223 Fax: 805) 481-2693

Email: [agumcc@sbcglobal.net](mailto:agumcc@sbcglobal.net)



AGUMCC

### **PARENT CHECKLIST FOR ARRIVAL, DROP-OFF AND PICK-UP**

Please allow your family enough time to facilitate this procedure.

**Arrival and Drop off times: 8:00 am to 9:00 am.\***



**To Expedite Arrival and Drop Off, please do the following:**

1. Only enter from N. Halcyon Rd and follow the one-way direction flow pattern in and out of the parking lot.
2. Stay in the processional line to the back-parking lot at the children's center, then out to Bennett St. Do not park!
3. For the safety of the children, please stay in your vehicle until you are met by the Director or Staff.
4. An AGUMCC staff member will greet and screen each family.
5. The family member will use their phone with the Child Pilot app and the Touchless QR-code to sign in their child on the school I Pad.
6. The AGUMCC staff member then assists your child in entering the school.

**Pick Up times are 12:00 to 12:30 pm, 3:00 to 3:30, and 4:30 -5:00.**

**To Expedite Pick Up, please do the following:**

1. Only enter from N. Halcyon Rd and follow the one-way direction flow pattern in and out of the parking.
2. Stay in the processional line to the back-parking lot at the children's center, then out to Bennett St. Do not park!
3. A staff member will greet each family, then call for their child to come out and go home.
4. The family member will then use their phone and the Child Pilot touchless QR-code to sign out their child on the school I Pad.

We will review this procedure at "Parent Orientation" and then practice it during the "Week of Welcome". It is our hope that everything goes smoothly and that this is a temporary procedure during the pandemic.

***\*Note: The front door will be lock at non-drop off and pick up times. If there is a special time that you need to drop off or pick up your child, please notify the office 24 hr. in advance, if possible.***

Sincerely,

Maddy Quaglino