



Superintendent of Schools
Alberto M. Carvalho

Miami-Dade County School Board
Perla Tabares Hantman, Chair
Dr. Lawrence S. Feldman, Vice Chair
Dr. Dorothy Bendross-Mindingall
Susie V. Castillo
Dr. Wilbert "Tee" Holloway
Dr. Martin Karp
Lubby Navarro
Dr. Marta Pérez
Raquel A. Regalado

ARRIVAL AND DISMISSAL SAFETY ENFORCEMENT

August 22, 2016

Dear Parent/Guardian:

As you are aware, safety is the number one concern of the administrators, faculty and staff at Frank C. Martin International K-8 Center. In a continued effort to provide a safe environment for your child we have established appropriate arrival and dismissal procedures for our students. I trust that each parent has the same concern for the safety of their child(ren) and agree to cooperate with these guidelines each day.

Faculty members will be made available to assist in the safe arrival of our children. It is expected that parents/guardians will be mindful of the reminders being shared by these individuals and will cooperate as to set a good example to our children that rules are intended to be followed.

The expectations for each area are provided below and apply to both arrival and dismissal each day. Please be sure to share this information with anyone responsible for transporting your child to and from school.

Morning Arrival Supervision 7:45 am – 8:30 am (Beginning Wednesday, August 26, 2015):

- All Kindergarten through Second Grade students will be supervised in the cafeteria.
- All Third through Fifth Grade students will be supervised in International Plaza.
- All Sixth through Eighth Grade students will be supervised on the PE Pavilion.
- NO STUDENT WILL REMAIN AT THE TEACHER'S DOOR PRIOR TO THE START OF SCHOOL.**
- Homeroom teachers will pick up students from their designated wait areas as follows:
 - Kindergarten – By 8:15 a.m.
 - First through Fifth Grade –By 8:30
 - MYP Students will be given access to enter the building at 8:25 am.

Carpool/Drop Off Lane: (PYP front of school located on Boggs Drive / MYP front of school located on Harrison Street)

- All First through Third Grade students will arrive and be dismissed from the elementary school entrance.
- All Fourth through Eighth Grade students will arrive and be dismissed from the middle school entrance.
- Families who have students in the upper and lower grades may meet their children at the elementary school entrance.
- Absolutely **NO** parking. An adult must remain behind the wheel of the vehicle at all times, with the engine running.
- Cars must drive up to the curb before allowing students to exit/enter the vehicle – double stopping/parking is a violation and poses serious safety concern.
- Waiting parents are to pull forward, closing the gaps in the lane to expedite the dismissal/arrival process
- U-turns are not permissible
- Students will not be permitted to cross the street to exit/enter a vehicle (please refrain from calling your child across the street and/or through stopped vehicles)
- Adults will assist your child/ren in getting into your vehicle.

Parent Parking:

- Handicapped stalls are reserved for those individuals who have a posted handicap pass
- Double parking is not permitted
- Parking along the fencing and/or adjacent to the entrance/exit is not permitted
- Parents may utilize the open field located across from the elementary building should there be a need to exit the vehicle.
- Parents may utilize the parking lot located at Sgt. Delancy Park during arrival and dismissal times.
- The faculty/staff parking lot has been reserved for FCM employees.

Bus Drop Off/ Pick Up:

- Absolutely no parking of vehicles other than MDCPS buses in this area.





Please feel free to contact Ms. Joseph, Ms. Theriault or Mr. Hoel, should you need further clarification. Thank you in advance for your support.
Felicia Joseph, Principal



2016-2017 FRANK C. MARTIN K-8 CENTER

LOADING/PARKING ZONE MAP



Symbol	Description	Please note that left turns into the drive-thru lane located on Boggs Drive is PROHIBITED by county ordinance (signage posted). Additionally, vehicles may ONLY EXIT RIGHT onto Boggs drive from the drive-thru lane.
	Drive through student drop off/pick up (K-3)	
	Drive through student drop off/pick up (4-8)	
	Parent Parking	
	Handicapped Parking	