Welcome to the 2025–2026 school year! We are thrilled to begin another exciting year of learning, growth, and achievement together. At Highland Oaks, we believe that Greatness Grows Here—in every classroom, every student, and every moment of learning. As always, the safety and well-being of our students is our highest priority. To support a secure and orderly environment, we ask that all families carefully review the following arrival and dismissal procedures.

Please note: For the safety of all students and staff, guardians are not permitted to walk onto campus during dismissal unless there is an extreme emergency. We appreciate your cooperation in helping us maintain a safe and efficient dismissal process. Thank you for your continued support. We look forward to a fantastic school year ahead!

**Transportation Procedures**

**Car Riders**

* Car rider numbers are coded by grade and must be clearly displayed. Students will only be identified by the assigned car rider number during the dismissal process.
* Students must follow their documented transportation method. Changes must be submitted in writing.
* Parents must remain in their vehicle.
* For safety, students may only approach vehicles when signaled by a staff member.
* Students must enter and exit the right side of the vehicle.

**Bus Riders**

* Students ride the bus assigned by the district via the **District Transportation Portal**.
* Sign up for the Find My Bus App @ <https://www.scsk12.org/edulog/files/ParentPortalFlyer.png> to receive real time bus GPS information.
* It is the **parent or guardian’s responsibility** to ensure the information on the student’s school transportation form **matches the district portal**.
* All riders are checked off before boarding. Grades K–2 must be received at the stop by an adult.

**Walkers**

* K–2 walkers must be met by an adult at the crossing guard station across from the school.

**Arrival & Dismissal Start Time**

* Morning drop-off begins at **8:00 AM**. No early arrivals allowed.
* All students enter through the main entrance.
* **Dismissal Times**:
	+ **Pre-K**: 2:50 PM
	+ **Bus/Daycare Riders**: 3:00 PM (rear exit)
	+ **Car Riders**: 3:00 PM (main entrance; use Annandale Rd)
	+ **Walkers**: 3:15 PM
* All students must be picked up by **3:30 PM**. Late pickup is not allowed.

We have a dedicated staff ready to make this a fantastic year for every student. Thank you for your partnership and support!

**With Owl Pride,**
Principal James & Assistant Principal Klines