



Welcome to Homeville Elementary!

Below are our arrival and dismissal procedures, designed to ensure the safety of all students. We appreciate your cooperation in following these guidelines.

MORNING DROP-OFF

(DOORS OPEN AT 8:35 AM)

- Please escort your child to the front entrance and say goodbye outside.
- Adults are not permitted inside the building during arrival.
- If you have a scheduled meeting, speak with the staff outside. They will direct you to the school security guard at the check-in desk.
- If you need to drop something off, give it to the staff member on duty.
- For office questions, call 412-466-9131 ext. 7002.

LATE DROP-OFFS & EARLY DISMISSALS

- Always bring a photo ID—you will be asked to show it and confirm your relationship to the student.
- After 9:05 AM, students must be signed in at the office.
- For early dismissals, send a written request with the pickup time and the designated adult.
- Children will only be released to adults listed on the emergency card and must show photo ID.
- For unexpected early pickups, please call the office before arriving at: 412-466-9131 ext. 7002.

DISMISSAL

- Walkers and students with private transportation will be called to the lobby. They will be released once they identify their pickup adult.
- Be patient during the first few days as staff learn to match students with guardians.
- If someone new is picking up your child, send written notice to the office in advance.
- If a student does not recognize the adult picking them up, they will not be released.

Your child's safety is our top priority. Thank you for your support in helping us maintain a secure and smooth arrival and dismissal process.