

## JACKSON ROAD ELEMENTARY SCHOOL

900 Jackson Road  
Silver Spring, Maryland, 20904  
240-740-0800 (Office) 301-879-1054 (Fax)



September 2, 2021

Dear Jackson Road Families:

We would like to apologize for the extreme wait times during dismissal. This year, due to the pandemic and the shortage of bus drivers, dismissal is lasting much longer. There has also been an increase in the number of parents/guardians who are parking their cars in the neighborhood and walking up to the school to pick up their children. This is causing some confusion to staff and students as they consider themselves a car rider and not a walker.

In an effort to streamline our dismissal process, we are asking families to please be patient and follow the process below.

There is also a distinction between Walkers, Car Riders and Walk-Ups. Please see the definitions below.

**Walkers** are students who live in the surrounding community and walk home from school.

**Car Riders** are students whose parents/guardians are waiting in their car in the car loop.

**Walk-Ups** are students whose parents park the car and walk up to the school to meet them.

### Process:

- Walkers and Backdoor Walkers are the first to be dismissed at 3:20. If your child is a walker, you do not need to give us a name. Please make sure your child and his teacher know that your child is a walker.
- Car Riders are assigned a number that will help match the student to the car. ONLY car riders will receive a number. The number should be placed on your car windshield for easy viewing. If you have not received one, please request one from the teacher.
- Car Riders are dismissed beginning at 3:25. Teachers will dismiss the students from their classroom. They are able to see which parents are here because the names of the students pop up on our Google Spreadsheet which is displayed on their Promethean Board. We are unable to place all of our car riders in the hallway due to space limitations and to limit the spread of COVID-19.
- Walk-Ups will need to line up close to the brick wall barrier at the PEP playground closest to the main entrance. Names of the students will be given to the staff member collecting names so they can add it to the spreadsheet and teachers can dismiss them from their classroom. This process will take much longer than Walkers or Car Riders, so please be patient.

We appreciate your feedback and continued support as we work to make our dismissal a smoother process.

If you have any questions or concerns, please call the main office at 240-740-0800 or email me at [Rosario\\_Velasquez@mcpsmd.org](mailto:Rosario_Velasquez@mcpsmd.org).

Sincerely,

Rosario Velasquez

Principal

