



Arrival Procedures 2022-2023

Breakfast Program

Our breakfast program begins at 8:15am daily. Students must enter through the cafeteria door, located to the right of the Main Doors in the front of the school on Van Cortlandt Park Ave., and proceed to the cafeteria. Students who attend breakfast must remain in the cafeteria until the first bell at 8:30am. Bus students can eat when they arrive at school. If the bus comes late, accommodations have been made for bus students.

Students who do not attend breakfast will enter our school at 8:30am as follows:

- **PK – 3rd Grade**

Enter through the front doors of the building at 8:30am on Van Cortlandt Ave.

Students will then proceed directly to their classroom, supervised by School 23 staff. *PK and K Classes are located on the 1st Floor of the building. 2nd and 3rd Grade are located on the 2nd Floor.*

- **4th – 6th Grade**

Students will enter through the Stairwell 2 door in the back of the school at 8:30am.

The door is located closest to the basketball courts in the park. Students will then proceed directly to their classroom supervised by School 23 staff. 4th Grade Classes are located on the 2nd Floor, along with 5th Grade Class 5L. 5C, along with both 6th Grade Classes, are located on the 3rd Floor.

- **7th and 8th Grade**

Students will enter through the Stairwell 1 door in the back of the school at 8:30am.

The door is located closest to the playground in the back of our school. 7th and 8th Grade Classes are located on the 3rd Floor of the building. 7th and 8th Grade students ONLY use Stairwell 1 when travelling in the building.

Thank you for your support!!

