

FASPS 2021–2022

Drop-off & Pick-up

Procedures by Grade

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Students in Tiny YPK, YPK & PK

- [Click Here for TYPK–PK Time Windows, Parking, Doors to Use](#)
 - [Click Here for the TYPK–PK Pick-up & Drop-off Processes](#)
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Procedure for Paid Morning Garderie (7:45–8:15am)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
 2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
 3. Drive around FASPS's school building and park on the back parking lot (playground / turf side). If there are no parking spaces there, drive around to FASPS's front parking lot and park there.
 4. Proceed to one of the handwashing stations and wash your and your student's hands (adults can use hand sanitizer).
 5. Proceed to the Green Door for your and your student's health check.
 6. Bring your student to their classroom, limiting your time in the school building.
 7. Return to your car and exit the FASPS/JCC campus back onto East Mercer Way.
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Procedure for Morning Drop-off (8:15–8:45am)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
 2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
 3. Park in FASPS's front parking lot. If there are no spaces there, drive around FASPS's school building and park on the back parking lot (playground / turf side).
 4. Proceed to one of the handwashing stations and wash your and your student's hands (adults can use hand sanitizer).
 5. Proceed to either the Red or the Green Door (whichever is closer to where you parked) for your and your student's health check.
 6. Bring your student to their classroom, limiting your time in the building.
 7. Return to your car and exit the FASPS/JCC campus back onto East Mercer Way.
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School Day = 8:45am–3:00pm

Procedure for Afternoon Pick-up (3:00–3:30pm)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
3. Park in FASPS's front parking lot. If there are no spaces there, drive around FASPS's school building and park on the back parking lot (playground / turf side).
4. Proceed to one of the handwashing stations to wash your hands or use hand sanitizer.
5. Proceed to the Red or Green Door (whichever is closer to where you parked) for your health check.
6. Proceed to your student's classroom, limiting your time in the building.
7. Return to your car and exit the FASPS/JCC campus back onto East Mercer Way.

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Procedure for Paid Afternoon Garderie (3:30–5:00pm | Pick-up = 4:45–5:00pm)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
3. Park in FASPS's front parking lot.
4. Proceed to one of the handwashing stations to wash your hands or use hand sanitizer.
5. Proceed to the Red Door for your health check.
6. Proceed to your student's classroom, limiting your time in the building.
7. Return to your car and exit the FASPS/JCC campus back onto East Mercer Way.

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Students in K & Grade 1 (and Older Siblings)

- [Click Here for the K–5 Time Windows, Parking \(K & Grade 1\), Carpool Lane \(Grades 2–5\), Doors to Use](#)
 - [Click Here for the K–8 Drop-off Process](#)
 - [Click Here for K and Grade 1 Parking \(and Older Siblings\)](#)
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Procedure for Morning Drop-off (8:00–8:30am)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
 2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
 3. Drive around the JCC's upper parking lot and park in the JCC's lower parking lot (where you see signs that say "**YES FASPS PARKING**") ([click here](#)).
 4. Walk your student(s) up across the JCC upper parking lot — holding their hands at all times — and proceed to the Blue Door (main entrance) of FASPS's school building. If your Kindergarten and/or Grade 1 student has older siblings, all of your students should enter through the Blue Door.
 5. Wait until your student(s) is/are let into the school building, and then return to your car, limiting your time on campus.
 6. Exit the FASPS/JCC campus by 8:25am if possible.
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School Day = 8:30am–3:15pm

Procedure for Afternoon Pick-up (3:15–3:45pm)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
 2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
 3. Drive around the JCC's upper parking lot and park in the JCC's lower parking lot (where you see signs that say "**YES FASPS PARKING**") ([click here](#)).
 4. Walk up across the JCC upper parking lot and proceed to FASPS's main entrance, the Blue Door.
 5. Tell the staff member outside at the Blue Door the name(s) of your student(s), and then wait until they come down. If your Kindergarten and/or Grade 1 student has older siblings, all of your students will be called down to the Blue Door.
 6. Return to your car in the JCC's lower parking lot, holding your student's hands at all times, limiting your time on campus.
 7. Exit the FASPS/JCC campus back onto East Mercer Way.
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Procedure for Paid Extended Day (3:30–5:00pm | Pick-up = 4:45–5:00pm)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
3. Drive around FASPS's school building through the carpool lane to the turf, remaining in your vehicle at all times.
4. Your student(s) will be called down and helped into your vehicle.
5. Exit the FASPS/JCC campus back onto East Mercer Way.

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Students in Grades 2–5

- [Click Here for K–5 Time Windows, Parking \(K & Grade 1\), Carpool Lane \(Grades 2–5\), Doors to Use](#)
 - [Click Here for the K–8 Drop-off Process](#)
 - [Click Here for the Grade 2–8 Pick-up Process](#)
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Procedure for Morning Drop-off (8:00–8:30am)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
 2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
 3. Drive around FASPS's school building through the carpool lane to the turf side, remaining in your vehicle at all times. Ensure your student's seat belt remains fastened until vehicle comes to a complete stop at the turf.
 4. Ensure your student has their backpack with them and not in the trunk.
 5. A staff member will help your student(s) exit your vehicle onto the turf, and your student will enter the school building either through the Orange Door or the Yellow Door.
 6. Exit the FASPS/JCC campus back onto East Mercer Way.
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School Day = 8:30am–3:15pm

Procedure for Afternoon Pick-up (3:15–3:45pm)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
 2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
 3. Drive around FASPS's school building, showing the staff member in the front parking lot with the iPad your family's pick-up number.
 4. Proceed around the school building in the carpool lane to the turf side, remaining in your vehicle at all times.
 5. Your student(s) will be called down in the order vehicles arrive, and a staff member will assist your student(s) in entering your vehicle at the turf.
 6. Exit the FASPS/JCC campus back onto East Mercer Way.
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Procedure for Paid Extended Day (3:30–5:00pm | Pick-up = 4:45–5:00pm)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
3. Drive around FASPS's school building through the carpool lane to the turf, remaining in your vehicle at all times.
4. Your student(s) will be called down and helped into your vehicle.
5. Exit the FASPS/JCC campus back onto East Mercer Way.

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Students in Middle School (Grades 6–8)

- [Click Here for Grade 6–8 Time Windows, Door to Use](#)
 - [Click Here for the K–8 Drop-off Process](#)
 - [Click Here for the Grade 2–8 Pick-up Process](#)
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Procedure for Morning Drop-off (7:45–8:10am)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
 2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
 3. Drive around FASPS's school building through the carpool lane to the turf side, remaining in your vehicle at all times. Ensure your students' seat belts remain fastened until vehicle comes to a complete stop at the turf.
 4. Ensure your student(s) have their backpacks with them and not in the trunk.
 5. A staff member will help your student(s) exit your vehicle onto the turf, and they will enter the school building through the Green Door.
 6. Exit the FASPS/JCC campus back onto East Mercer Way.
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School Day = 8:15am–3:45pm

Procedure for Afternoon Pick-up (3:45–4:00pm)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
 2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
 3. Drive around FASPS's school building, showing the staff member in the front parking lot with the iPad your family's carpool pick-up number.
 4. Proceed around the school building in the carpool lane to the turf side, remaining in your vehicle at all times.
 5. Your student(s) will be called down in the order vehicles arrive, and a staff member will assist your student(s) in entering your vehicle at the turf.
 6. Exit the FASPS/JCC campus back onto East Mercer Way.
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Procedure for Paid After-school Programming (4:00–5:15pm | Pick-up = 5:00–5:15pm)

1. In your vehicle, turn onto the JCC/FASPS campus from East Mercer Way.
2. Ensure everyone two years old and older in your vehicle is wearing a mask, whether or not they are vaccinated.
3. Drive around FASPS's school building through the carpool lane to the turf side, remaining in your vehicle at all times.
4. Your student(s) will be called down and helped into your vehicle.
5. Exit the FASPS/JCC campus back onto East Mercer Way.

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