

Drop-off and pick-up procedures are changing this year!
As our student population continues to grow, we're
instituting the following procedures:

<p>YMCA drop-off: 6:30 am-7:45 am</p>	<ul style="list-style-type: none"> Families enter through EGC's main doors and drop off students in the multipurpose room with YMCA staff. You will be required to either sign-in with DPS security, or show them a DDES ID card. These cards will hopefully be ready by the first day of school and will be available at the front desk. Please note that a card is not required to enter DDES, but families will be asked by security to sign-in during off hours if you do not have an ID card. All before-school care is hosted in the DDES multipurpose room. The downtown location (25 E 16th St) is only being used for after-school care for newly enrolled students without attending siblings.
<p>Morning drop-off: 7:45 am-8:00 am</p>	<ul style="list-style-type: none"> DDES's main doors are located at 19th and Lincoln and will open at 7:45 am. and automatically lock at 8:00 a.m. If you arrive after 8 a.m., you will use the EGC main doors to enter DDES. The Unloading Zone located on Lincoln and 19th accommodates approximately 10 vehicles at any given time. Parents should walk their child to DDES's main doors and DDES staff will ensure they make it to their classroom safely. You should not leave your car unaccompanied in this zone for longer than 1 minute at any given time. If you need to escort your child to Emily's Cafe for breakfast, or upstairs, you should not park in the unloading zone, as you could be ticketed. Dropping your child off at the front doors and returning quickly to your vehicle will benefit all families at DDES, making drop-off less challenging. Students who arrive after 8:10 a.m. are considered tardy unless otherwise excused. Parents must bring their children to the front office for a tardy slip before going to class.
<p>Breakfast at Emily's Cafe: 7:30 am-7:55 am</p>	<ul style="list-style-type: none"> Breakfast will be served on the first floor in Emily's Café, beginning at 7:30 a.m. and ending at 7:55am. If you are eating breakfast with your child, you can enter through Emily's Cafe doors at 7:30am, but must stay with your child until 7:45am. Breakfast will not be served after 7:55 a.m. to ensure students make it to class on-time.

	<ul style="list-style-type: none"> • A parent must accompany their child until 7:45 a.m. – and should drop their children off in Emily’s, ensuring that supervising staff have recognized their presence after 7:45 a.m. • If your child needs to eat breakfast, the drop-off door will be Emily’s Cafe doors. Parents are welcome and encouraged to eat breakfast with their children. • Emily’s Cafe will be offering an omelette and breakfast bar starting at 7:30 a.m. • At 8 a.m., DDES supervising staff will escort all students to the stairway in order to get to class in a timely manner.
Afternoon Pick-up: 2:50-3:05 pm	<ul style="list-style-type: none"> • Parents who are picking up their children can do so at 3 p.m. at the classroom door (1pm on Fridays). The multipurpose room is now being used for YMCA afterschool care and will not be our dismissal location. • Doors will be closed until that time, and we ask parents to respect the learning environment and not pick up your child before that time. • It is imperative that parents arrive on time to pick up their children at dismissal. If parents are running late, DDES staff may supervise children in a classroom, the main office, or may check students into the YMCA aftercare program. In the latter case, parents will be expected to pay the entire “drop in” fee for services. • Parking in our downtown location is challenging. Please arrive early so that you are able to get to the classroom door on time. • Please note that we will have two exits this year - DDES’s main stairwell and the exit located on the north side of school (closest to our 3rd and 4th grade classrooms). Please utilize both exits if you’re able to do so.
YMCA Pick-up: 3:15 pm-6:30pm	<ul style="list-style-type: none"> • Students who participate in the YMCA after-school program will be in two locations this year due to space constraints. • All returning students and new students with returning siblings, will be located at the DDES location in the Multipurpose Room. • All new students without returning siblings at DDES will be escorted to the Downtown YMCA location at approximately 3:15pm. • If your child is a new enrollee, you must pick them up at the Downtown YMCA, located at 25 E 16th Ave, Denver, CO 80202.