



T H E P A R K S C H O O L o f B A L T I M O R E

Park School Families,

Welcome back to school. We are so excited to reconnect with old friends and to meet new ones. We wanted to reach out concerning the Extended Day pick-up process for this year. We look forward to seeing you all!

ProCare Codes:

You should receive an email very soon with your ProCare code for the year. Please remember this code, or keep it somewhere that you can access. Parents or other people picking up children from Extended Day will need to sign their child(ren) out on an iPad using this code. If you forget your code, we will direct you to the person who holds the list, and they can remind you.

Pre-K/Kindergarten:

Adults can park in the main lot to go directly to the Kindergarten building. If the main entrance to the Kindergarten building is locked, go around to the Kindergarten playground for the iPad sign out. Then enter back through the classroom door to retrieve backpacks, etc.

Grades 1-5 (fair weather option):

Adults can park in the Lower School lot (behind the Lower School Playground) and sign out on the iPad to pick up your child directly from the playground.

Reminder: Please only sign your child(ren) out when you intend to leave campus. This will help Extended Day staff have clarity on which children they are responsible for supervising at any given moment.

Grades 1-5 (inclement weather option):

Adults can park and walk to the first grade pod (which will be clearly marked with a sign). Andy Stilling will let parents in, and call for any children who are not in the first grade pod. Parents will sign children out on the iPad.

Middle School Siblings:

Families with children in Middle School After Day can ask Extended Day staff to radio for their older children, and pick them up from the same area.

Main Entrance:

In order to maintain the highest level of security for all involved, we would like to ask that parents NOT use the main entrance to pick up their extended day children before 5:45 p.m.

5:45-6 p.m. Pick-ups:

At approximately 5:45 p.m. all remaining students in Grades 1-5 will gather at the Main Front Entrance. If you are arriving at or near this time, park in the front parking lot and walk up the stairs to meet children in the front lobby. This does not apply to Pre-K and Kindergarten students, who will remain in the Kindergarten building through the end of the day.

If anyone picking up has limited mobility that makes these options difficult, please let us know and we can try to arrive at an alternative solution.

As always, if you have any questions or concerns, please email afterschoolprograms@parkschool.net.