

Thomas Jefferson Middle School

Student Arrival and Dismissal Procedures

APS strives to make Thomas Jefferson Middle School environmentally sustainable and has worked hard to ensure safe walking and bicycling routes for our students. We have always been a joint-use facility, and now our campus has expanded to include Alice West Fleet Elementary School. To minimize traffic congestion, improve safety, promote active lifestyles and teach students to be good stewards of the environment, we encourage students and families to walk or bike to school, ride the school bus, or carpool with other families as possible.

If you have any questions related to our school arrival and dismissal procedures, please contact our School Transportation Coordinator, Jeremy Siegel, at 703-228-5904.

School Arrival and Dismissal Procedures

Regular School Days start at 7:50am and end at 2:24pm. On Early Release days, school dismisses at 11:54am but dismissal procedures are the same as on Regular School Days.

- Except for students arriving for breakfast, doors open at 7:40am.
- Students should be in their seats in Teacher Advisory by 7:50am.
- **At arrival**, students may enter the school building according to their grade:
 - » 6th Grade – Door 17
 - » 7th Grade – Door 16
 - » 8th Grade – Door 15
- **At dismissal**, all students will exit through their appropriate grade level doors.

Walking and Bicycling to School

Students living within the “no bus zone” are encouraged to walk or bike to and from school (please see the [Thomas Jefferson Middle School Bus Eligibility Zone Map](#)).

- A crossing guard is located at the intersection of S Old Glebe Road and S 2nd Street from 7:30-7:55am and from 2:20-2:50pm (11:50 – 12:20pm on Early Release days).
- Bicycles and scooters must be ridden in a safe and responsible manner, and students must wear a safety helmet.
- Students are not allowed to ride bicycles and scooters on campus sidewalks. Students must dismount and walk their bikes/scooters to their final destination.
- Bike racks are located in the main entry plaza (near Door 1) and near Door 4. Additional bike racks are located around Alice West Fleet Elementary School (see Map A for location of all bike racks). *Note: Students must enter the school through their grade level door regardless of where they store their bicycle.*
- Bikes must be secured with a bike lock and helmets must be stored in student lockers.
- Collapsible scooters must be stored in student lockers.

School Bus

Note: Jefferson and Kenmore students who transferred from their home neighborhood schools will be assigned to centralized “hub” stop locations or nearby bus stops within Jefferson and Kenmore boundaries. Hub stops are central locations—such as a community center or school—where students from several neighborhoods meet to catch the bus to their school. Students will be assigned to the stop closest to their homes. For more information visit <https://www.apsva.us/transportation-services/bus-transportation/>

- In the last week of August, parents will receive a letter from APS that includes information about their child’s bus route, bus or “hub” stop and pick up time.
- If there are questions related to school bus travel, please contact APS Transportation’s Call Center at 703-228-8670. The Call Center will be staffed weekdays from 6am to 4:30pm through August 28th. Starting August 29th, the hours will extend to 6pm.
Note: The Call Center will not be open over the Labor Day weekend.
- Thomas Jefferson’s school bus loop is located at the northwest corner of the campus, in front of the main entry plaza.
- Bus riders will unload and load at the bus loop sidewalk and will enter and exit the school building through their grade level door (see Map A).

Private Vehicle Drop off and Pick up

The following procedures for student drop off and pick up by private vehicle were designed to minimize vehicle conflicts with students who may be walking or riding their bicycles to school, and to minimize traffic congestion during school arrival and dismissal. Please do your part to help keep our students safe. Thoroughly review the procedures below and follow along on our circulation map (Map B) so that on school days you are prepared to leave enough time for safe and proper drop off of your student/s.

IMPORTANT INFORMATION:

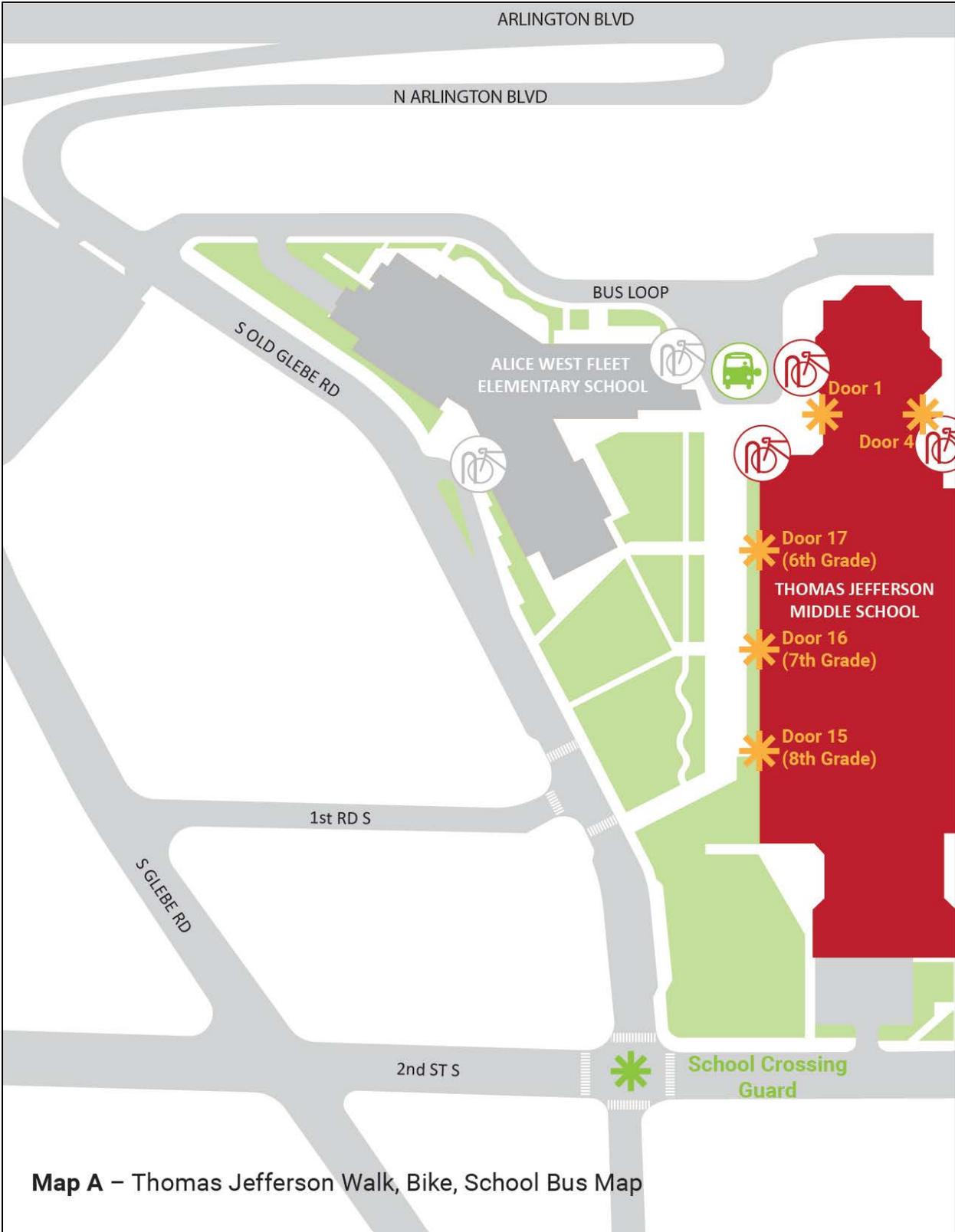
- The speed limit is 20mph during school arrival and dismissal hours; for the safety of our school community, please monitor your speeds.
- Student drop off and pick up by private vehicle should occur ONLY along the curb and in the designated drop off and pick up zone. Please do not allow your child to exit the vehicle into the roadway.
- Please be mindful of pedestrian crossings. Drive with caution, do not block crosswalks and yield to pedestrians.
- For the safety of our entire school community, U-turns will be strictly prohibited.
- No cell phones! Please – no texting or cell phone use while driving.
- Follow all directions from school safety personnel. They can see potential problems you may not.
- Devote more time and be extra cautious on rainy or foggy days. Drive with your headlights on, to see and be seen.

Morning Drop-off Procedures

- School staff members will supervise morning drop off from 7:25am to 7:50am.
- Please enter the drop off zone and pull to the farthest spot available, put your car in park and have your student exit the car onto the curb/sidewalk. Students will then enter the school through their appropriate grade level entrance (see Map B).
- Students should be ready to unload (i.e. have backpack, lunch, etc.) as you enter the drop-off zone.
- *Note: Drivers should remain inside the vehicle, and no trunk unloading is allowed in the drop off zone. If your student needs to unload items from your trunk, please park in an available on-street parking space.*
- When your child has left your vehicle, please wait for the cars in front of you to exit before you begin to move. For the safety of our students, DO NOT attempt to pass cars that are ahead of you in the drop off lane.

Afternoon Dismissal Procedures

- School staff members will assist with afternoon pick up starting at 2:24pm (11:50 a.m. on Early Release days).
- Please enter the drop off zone and pull to the farthest spot available.
- When in the student pick up zone, please put your car in park; your student should enter your car directly from the school sidewalk.
- *Note: Drivers should remain inside the vehicle, and no trunk loading is allowed in the pick-up zone. If your student needs to load items into your trunk please park in an available on-street parking space.*
- When your child has entered your vehicle, please wait for the cars in front of you to exit before you begin to move. For the safety of our students, DO NOT attempt to pass cars that are ahead of you in the pick up lane.



Map A – Thomas Jefferson Walk, Bike, School Bus Map

