

CORAL GABLES PREPARATORY ACADEMY
ARRIVAL PROCEDURES for PARENTS
MINORCA CAMPUS Pre-K - 4TH
2023 - 2024



The following are the **ARRIVAL Procedures** for students in Pre-K - 4th Grades. Please adhere to these procedures in order to facilitate a safe and orderly ARRIVAL process. THANK YOU!! Gates open at 8:00 AM for Pre-K – 4th grade students. School Hours: Pre-K, KG, and 1st grade 8:20am - 1:50pm. 2nd - 4th grade 8:35am - 3:05pm. **Wednesday 1:50pm dismissal for ALL grade levels.**

Student Drop off Areas

- 1) **Pre-K/ KG/ 1st Grade:** Students will enter the building via the East Gate on Minorca Ave. (Gazebo Area). Teachers will be at the East Gate on Minorca Avenue (Gazebo Area) in order to receive students.
- 2) **2nd/3rd/4th Grade:** Students will enter the building via the Main Gate on Minorca Avenue. Students will walk in and go straight to their homeroom. Teachers will open classroom doors at 8:15am in order to receive students.

The Main Gate on Minorca Ave. and East Gate (Gazebo Area) drop off areas, are **passenger loading areas only**. Parents **may not park or get out** of their vehicle in these areas. When dropping students off, proceed to the end of the drive through car line to allow for on-coming cars that may be behind you. (Please DO NOT STOP IN THE MIDDLE OF THE DROP OFF AREAS)

Late Arrivals: Students in Pre-K, KG, and 1st grade who arrive after 8:20am will enter through the Main Gate on Minorca Avenue for a late pass. Students in 2nd – 4th grades who arrive after 8:35am will enter through the Main Gate on Minorca for a late pass. School staff will assist with late pass and escort students to class.

