

STUDENT ARRIVAL AND DISMISSAL PROCEDURES

The large parking lot on the left of the building is for staff and visitors who will be here for a good portion of the day. The parking lot on the right of the building is for short term visitors only. This lot is also used for student drop off and pick up. The following procedures will be in effect daily from 8:40-8:50 AM and 3:15-3:30 PM.

- Student drop off/pick up is allowed in the right parking lot only. Parents will enter this lot directly from the street and leave by the same driveway. **Students may not be dropped off or picked up in any other area.**
- Parents may drop off students from 8:40-8:50 AM. Please note the school will remain locked until 8:40 AM. The school day starts promptly at **8:50 AM.**
- Please enter the visitor lot and pull up to the curb. Children should be ready to get out anywhere in the drop off zone. Do not wait to pull up close to the door. Please remain in line and pull away cautiously, following the car in front of you. Having your child ready to go and moving vehicles up as a group will help speed up the process. Children should only exit the curbside car door. Be advised there is 'No Left Turn' allowed when leaving this parking lot from 8:30-9:00AM and 3:00-3:30PM.
- The drive in front of the school will be coned off during arrival and dismissal times so that walking students can cross safely.
- Students **must** be escorted by a parent or another adult while walking in the parking lot.
- Please follow the traffic pattern as indicated on the map below.

