

DROP-OFF/PICK-UP LOCATIONS

All picking-up and dropping-off of students is to be done in the drive-way circle.

Morning drop-off is 7:30 - 7:45 for grades 6 – 8 and 7:45 – 8:00 for grades K – 5. To ensure the safety of our students and keep the line moving we need your cooperation with the following procedures:

- Pull up in the right lane ***as far forward as you can.***
- Curbside unloading only! We will have many adults to help open and close doors for your child get out of the car safely. Do not leave your car.
- *Do not engage in your CELL PHONES* as your full driving attention is needed to ensure everyone's safety.
- ***Please do not drop-off in the first part of the circle as it forces back-up onto the street.***

Afternoon pick-up is at 3:00 for grades K – 5 and 3:15 for grades 6 - 8

- Pull up in the right lane ***as far forward as you can.***
- Pick-Up only in the inside the circle. ***Please do not pick-up in the first part of the circle as it forces back-up onto the street***
- Loading is curbside only.
- For the safety of all students, wait in line and follow the car in front of you to exit.
- If you pick-up 6th – 8th graders, do not arrive until 3:15 p.m.
- The use of carpool family hangtags is encouraged to improve the traffic flow. Families may design their own sign to hang from their rearview mirrors for this purpose. Please include, in bold letters, the family name, student names and grades.
- If you reach the Pick-Up area and your rider(s) is/are not ready, you will be asked to return to the car line by moving into the inside lane and re-entering the circle in the right lane.
- Do not leave your car; there are adults on duty to help with doors if needed.
- ***NO CELL PHONES.***

If everyone follows these guidelines, we can all enjoy a smoother and quicker school arrival and departure. As you can imagine, this is a hectic time for our staff and the children's safety is paramount. Your help and consideration is very much appreciated.