2017-2018 Arrival and Dismissal Procedures

For the safety of our students, we need your cooperation with the following procedures during arrival and dismissal times:

- **Parent pickup options for arrival and dismissal:**
  - The front driveway will be utilized for quick pickup and drop-off only. Parents may not park or exit your vehicle.
  - If you wish to park your vehicle, there will be a limited number of spots available in the northwest lot. Please meet your student(s) on the blacktop at the east end of the building.

- **Drivers must follow the directions of all School Personnel in order to move traffic through in a safe manner.**
  - Parking is **not permitted** behind any car parked in the parking stalls.
  - Parking is **not permitted** in the stalls on the front drive, except handicapped. To use the handicapped parking stalls you **must** have a handicapped sticker or tag.
  - Do not stop in a crosswalk as students and parents cannot cross safely.
  - Have your student enter and exit vehicles from the **passenger side** at the curb. Do not double park to let students out of your vehicle. They are not safe when walking between cars.
  - Do not park between the cones.
  - If walking a student into the building, please park in the northwest lot and be responsible for crossing your child in the marked crosswalk. Parents are responsible for their students in the parking lot.
  - All students and adults **must** use the marked crosswalks to ensure safety.
  - Always **pull forward** to allow more cars to pull through. Staff will direct you.
  - Be sure to watch the signs for “No Parking” areas and follow one way traffic signs.
  - **Staff is on duty at 8:35 in the morning** to monitor students. There is an 8:35 bell which rings each morning to let students know they may proceed to class to eat their breakfast.
  - **Our dismissal bell rings at 4:05.** Staff members will stay with your student(s) at pick-up until they are safely in your vehicle. Please follow Staff directions to pull through the pick-up lanes.
  - **Please** remember that all the cars in line have been waiting to enter the line for drop-off and pick-up also.

**Morning Reminders:**
- When driving in the curb lane, all drivers must stay in line and not move around other cars dropping off students.
- To keep traffic moving smoothly, pull as far forward as possible. Staff is on duty to help students get to their assigned areas.

**Afternoon Reminders:**
- To speed the vehicle loading process along, families were given bright colored sheets to be displayed in your front window. Simply write in your student(s) last name and their grade level(s). Place the form on your dashboard at dismissal and the Staff will direct your student(s) to your vehicle. If you need additional sheets, please let your teacher know.

😊 **Our #1 goal is that students are safe when arriving and leaving school!**  😊

😊 Thank you in advance for your cooperation and support! 😊