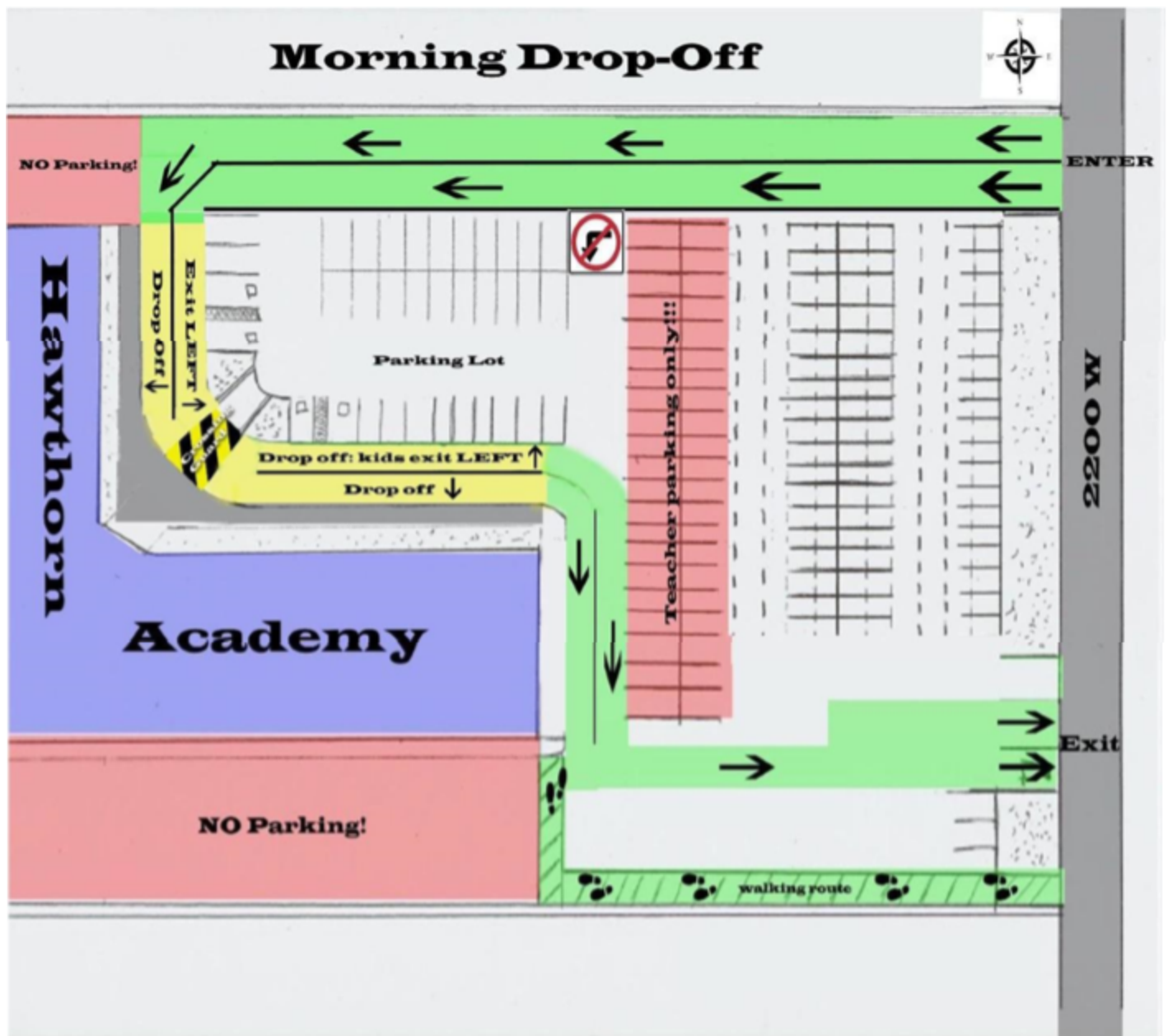


# Pick Up and Drop Off

Student safety is our #1 priority. Please follow the procedures below to ensure the safety of our students, employees and visitors:

## Morning Drop-off procedures:

1. Enter either lane at the NORTH entrance of the parking lot.
2. Follow in your lane until you reach the loading zone at the front of the school.
3. If you are in the lane closest to the school, please have your students exit out the **RIGHT SIDE** of the car, onto the sidewalk.
4. If you are in the lane closest to the parking lot, please have your students exit out the **LEFT SIDE** of the car, and walk carefully to the crosswalk.
5. Parents, please do not exit your vehicle to assist kids. If you need to help students out, please park in a parking stall, help your child out, and then have them use the crosswalk.
6. Follow the lanes around to the South exits.
7. Please pull as far forward as possible before you stop. We ask that you only make one drop for all students regardless of the door they use to keep traffic flowing.



## Afternoon Carpool Pick-Up Procedures:

1. Enter at the SOUTH end of the parking lot only, turn right, then choose 1 of 10 carpool lanes to wait in.
2. Wait until you are at the front of the carpool line. Faculty will direct you into the pickup lanes. One car per lane will proceed ahead.
3. You may take the left lane and park in the front parking lot ONLY if going into the school, or picking up your student at the crosswalk. Students will not be allowed to cross without an adult present.
4. Proceed in the right lane to the front of the school, where you will pick up your student from the sidewalk.
5. Continue forward as far up as you can go, making sure to be careful around the crosswalk.
6. The right lane against the sidewalk is the ONLY lane from which you may pick up your student.
7. Students may NOT cross into the left lane, for any reason.
8. The left lane is for through traffic only.
9. Once you have your children, carefully move over to the left lane, where you will proceed around, and out the South exit of the parking lot
10. As per city ordinance, there are no left turns from the parking lot in the afternoon.

\*\*\*\*NO PARKING in the East parking lanes during carpool, or on the South side of the school!

