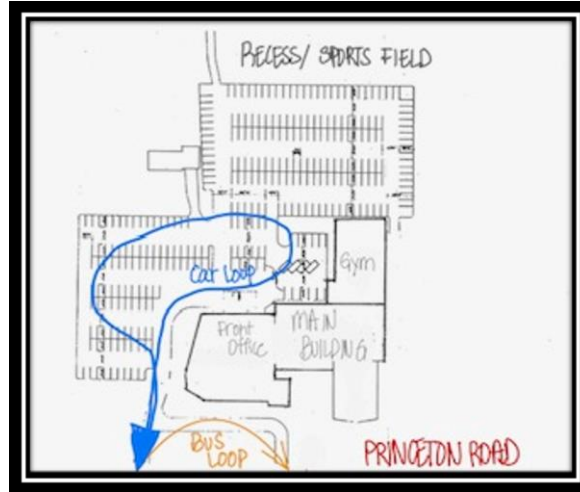




Drop Off/ Pick Up Procedures



DROP OFF

- ✓ **There will be two lanes under the overhang.**
 - DROP & GO (students can exit the car independently) is closest to the building.
 - Parent Assist (student needs support or additional time to exit) is farthest from the building.
- ✓ Students will enter in the last set of doors. They will be marked with a sign and propped.
- ✓ Pull ALL the way forward.
- ✓ Cars will enter and flow through the “Lower Left Lot” and exit next to the building (this lane is used for EXIT Only)

PICK-UP

- ✓ Cars will enter and flow through the “Lower Left Lot” and exit next to the building. The line should “Snake”- when snaked properly there will be 4-5 lanes to accommodate. This will flow quickly.
- ✓ Traffic should NOT back up onto Princeton Road or block the entrance/Exit.
- ✓ There are two routes you will follow once you are checked in near the houses (*Ms. Allison is usually here*).
 - BLUE ROUTE: Grades 2-6 & Multi-student Families will come out of Gym/YMCA entrance.
 - Follow the “Blue Cones”-Staff will be on hand to break traffic for your exit.
 - ORANGE ROUTE: Grades K-1 will come out of the Main Office Entrance.
 - Make two lanes under the overhang.
 - Feel free to pull forward to buckle in littles.
- ✓ Be sure to follow all signage and instructions from staff members for a smooth exit.

Other Important Notes:

- Please do not line up before 3:40pm. Students are not dismissed until 4pm.
- Be flexible and courteous to others. The first few days are always a learning process-patience is important.

We are working hard to make this an easy process for everyone. Thank you for your continued support!