

## Elementary Drop-Off and Pick-Up

### Tips and Procedures

- Please abide by the **10 MPH** speed limit on campus
- **Use of cell phones while driving on campus is strictly prohibited to ensure student safety.**
- We use the inside lane at the front of the school for ES pick-up.
- The first families to arrive for Elementary pick up fill the pick-up spaces along the sidewalk along the front of the school. There are 3 spaces beyond the center crosswalk and 5 spaces after the crosswalk.
- Once the spaces along the curb are filled, the next families who arrive before the gates have opened will proceed to the west gate. There is no entering the elementary pick up line of cars near the east gate once the spaces across the front of the building have been filled.
- At 2:40 the gates are opened. Proceed around the school and get in line to pick up for elementary school. **Here's the trick.** Once you get to the back of the school, elementary families then take the outside lane, going around the middle school families who are in the cue to pick up middle school students at 3:05.
- Once your student/s are loaded, and when it is safe to do so, please pull out into the left lane and proceed to the exit of your choice, Bahia Vista west exit, or Palmer Road north gate. **Be very careful when changing lanes.**
- In the event of severe weather the students will be moved into the main building. In such an event it is best of everyone can use the car pick up line rather than walking into the school.
- It may be helpful to refer to pages 19 and 20 of the Parent / Student Handbook where you can see a map of campus.

### Some Reminders

- Have your family **blue security card** available.
- Move up in the cue along the curb when that is possible.
- All loading and unloading must be on the right side of the car at the curb. Please no loading or unloading on the left side of the car. This puts families in danger as there is traffic in that lane.
- During school hours the road that encircles the school is clockwise traffic only.

### Elementary School Morning Drop Off

- Students may not be dropped off until 7:30 am in the morning. You are welcome to start a cue of cars at the curb, but please wait until you see that there is an adult at crosswalk duty. As per our handbook, there is no supervision of students prior to 7:30.