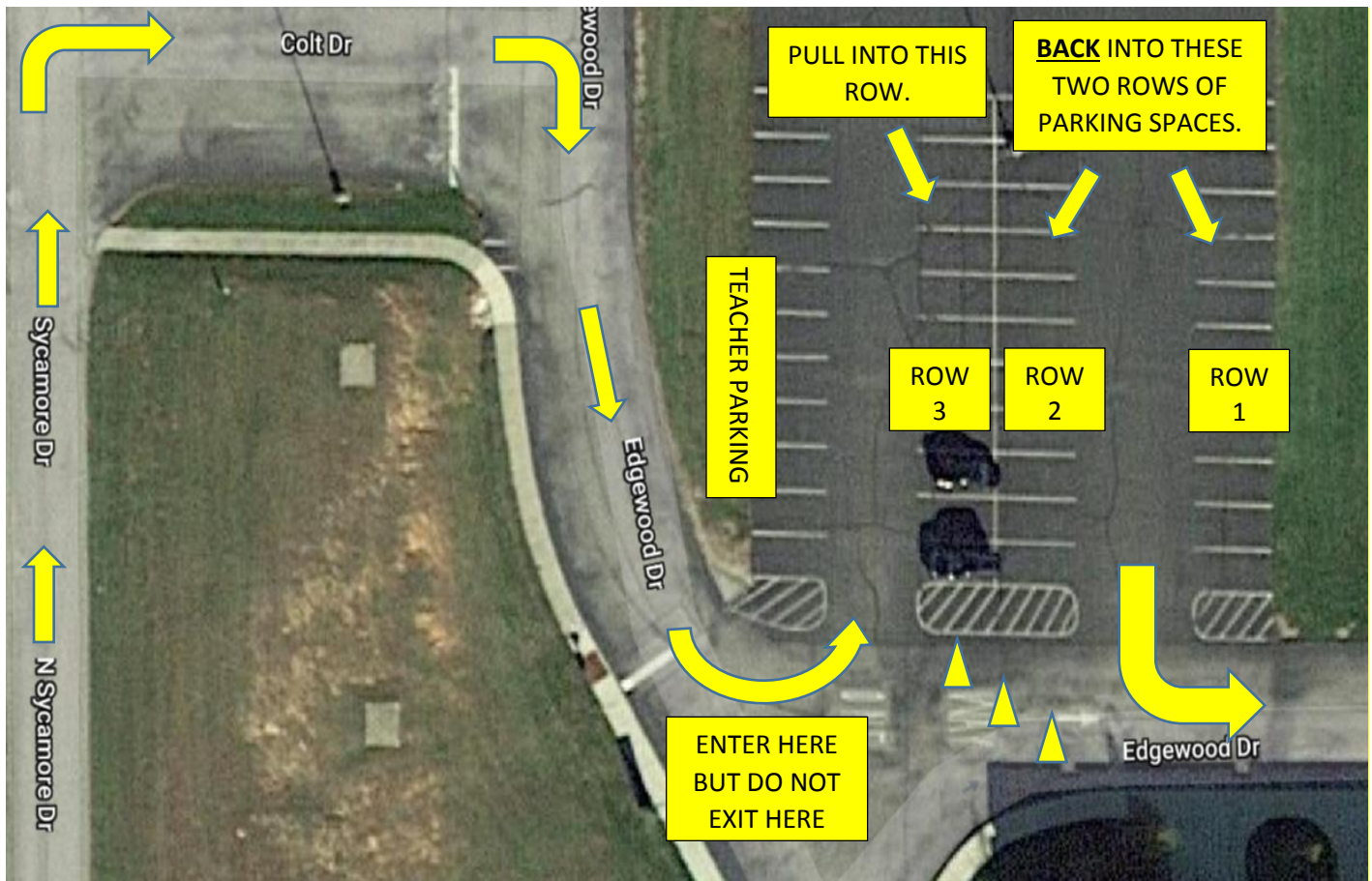


### **MORNING STUDENT DROP OFF:**

1. **DO NOT** enter Edgewood Drive via Reeves Rd. (You will get caught behind the buses waiting to release students).
2. Enter from Sycamore Drive onto Colts Drive.
3. Proceed around the school in a clockwise rotation via the north end of the school.
4. Drop off students in front of the school near the canopy area (Please pull up as far as possible).
5. Doors open at 7a.m. (Students will **NOT** be allowed to enter the school prior to 7am.)
6. Once students enter the building, they are to head directly to the gymnasium and sit in their designated grade level area. (Students are not allowed to go to their lockers at this time.)
7. Please do not drop students off prior to 7am and leave.
8. Stay in single file when dropping off students. (Do not park double wide, students will then have to cross in front of other cars which is unsafe.)



### **AFTER SCHOOL PICK UP PROCEDURES:**

1. All students (Car Riders) will exit door 8 (on the North Side of the Jr High School) after the buses have left and teacher on duty has signaled for them to do so.
2. Please park in the north parking lot by entering via Sycamore Drive. (DO NOT enter off of Reeves Rd.
3. See above map: Please back into the two sets of parking spaces marked Row 1 & Row 2). Fill these spaces first. Cones will be set up to not allow through traffic due to students loading the buses.
4. Pull into spaces marked Row 3 if all spaces in Rows 1 & 2 are full. The spaces to the far west are teacher parking spaces but can handle over flow if needed.
5. We will dismiss cars starting in Row 1, then Rows 2 & 3 once all buses have left and students have loaded. Please do not move your vehicle until you have been given the signal to do so by the staff member on duty.
6. All vehicles must exit out of the parking area (once signaled to do so) to the EAST (as indicated on map) and around the front of the Jr. High building. Please do not exit to the west (you may circle around the jr high building if you'd like to get back on Sycamore Drive). It may be a little inconvenient but we feel following procedures will maximize safety.
7. Please help us make dismissal of over 600 students as safe as possible by following the procedures we have in place.