Dear Parents,

These instructions have been prepared for you to follow during drop off and pick up times at school. Student safety and well-being is everyone’s first concern. We will continue to accomplish our safety goals as each driver understands and complies with these guidelines. Thank you for your conscientious effort.

GENERAL GUIDELINES

- Be cautious, courteous, patient, and pay close attention.
- No parking along red curbs. These are fire lanes and need to stay cleared.
- Walkers must use crosswalks. Jaywalking, although convenient, creates a safety hazard and is illegal.
- No backing up. Leave plenty of room between vehicles for forward movement only.

- Make a plan with your children including time and location. Discuss back up plans in case you’re not able to be at your preferred location.
- Generally speaking, the heavy congestion only lasts ten minutes immediately before or after school. To avoid congestion, drivers may want to come 10 minutes early or pick up ten minutes after school is over. (Note— only students in tutoring or other school related after school programs should be picked up at a later time, all other students are expected to be gone within twenty minutes of the end of school.)

DROP OFF AND PICK UP LANES-Right Lanes or Lanes Closest to School

- Only use this lane to drop off and pick up children.
- Stay in your car.
- Pull forward as the line moves up to allow others further back to enter the lot.
- Have children enter and exit your vehicle on the right to keep them out of the drive-thru lane.

DRIVE-THRU LANE-Left Lane

- This lane is to be used for thru-traffic only; please do not drop off or pick up children here. Doing so is dangerous, blocks traffic, and is disrespectful to those waiting in line and correctly following the guidelines.
- After dropping off or picking up children, pull into this lane and carefully exit the lot.

ENTERING AND EXITING THE PARKING LOTS

- North Lot—Enter on the west, exit on the east. South Lot—Enter, complete the full circle, then exit on the east or west. Note that the east exit is a right turn only, you may turn left or right when exiting on Wolfpack Way.
- When exiting either lot, turn right to maintain quality traffic flow.
- Local law enforcement has required that there should be no parking along the south side of 2600 North leading up to the entrance of the parking lot. Those waiting and idling to pull into the parking lot need that space so passing vehicles can get by. Thus, this portion of 2600 North becomes an extension of the drop off and pick up lane, so the same guidelines of staying in your car and pulling forward apply.
- Please be mindful of local residents’ driveways and vehicles.

8/7/2018