

AFTERNOON STUDENT PICK-UP PROCEDURE

September 2022

The system of student pick-up at 3:25 pm, prior to the 3:30 pm dismissal bell, is intended to reduce congestion and provide security inside and outside the building. An organized and supervised approach to 3:25 pm student pick-up will ensure the transfer of responsibility from school to parent without incident.

The following information describes student pick-up procedures. Parent and student cooperation are sincerely appreciated.

- Parents are asked to enter the school using the driveway nearest the Industrial Park.
- Parents should then proceed to form a single line along the sidewalk of the building and the line should move toward the flagpole.
- Parents should pull into either the right or left side pickup line (divided by yellow markers) next to the flagpole and proceed to slowly pull down to the main entrance at the cafeteria.
- Parents are asked to remain in the car pickup line they are in and remain in the vehicle.
- The parking spaces in the middle of the large parking lot will be designated as visitor & staff parking and may be used by parents who come to the office to sign out students early, to get a pass to visit a class, or to conduct other business.
- Duty teachers and car rider students will exit the side cafeteria entrance at the dismissal bell. Duty teachers will supervise students entering the proper vehicle.
- The line of waiting vehicles will extend from the cafeteria loading dock out towards the entrance nearest Arrington's. As vehicles are loaded and leave the sidewalk pick-up area, other vehicles will pull up to the sidewalk where children and duty teachers are waiting. Children will not have to cross any driveway. All vehicles should be able to exit campus before the buses depart.

PLEASE NOTE THE MAP ON THE FOLLOWING PAGE FOR THE FLOW OF TRAFFIC FOR CAR RIDER PICKUP.

Afternoon Car Pick Up Lines

