

## **Parking and Traffic Flow Instructions**

1. Speed limit is 5 mph in parking lot.
2. Be a courteous driver!
3. Obey all staff commands in the parking lot at all times!
4. Where arrows cross on the map, please alternate every other car.
5. Elementary dismissal is 3:00 p.m. for the 2020-2021 school year. The lot is often full by 3:00 p.m. Consider waiting until 3:10 or 3:15 to arrive.
6. Secondary dismissal is not until 3:15 p.m.
7. When exiting the parking lot use the left and right turn lanes to avoid congestion.
8. Drop-off:
  - a. Elementary students may only cross the traffic flow at the elementary crosswalk, located directly in front of the main office entrance.
  - b. There are two lanes for drop off. Please make sure you use both lanes and do not allow the traffic to get backed up.
  - c. If you drop off a student from the lane away from the sidewalk they must walk down the center to the cross walk before walking to the sidewalk. No student should walk across traffic to the sidewalk unless using the crosswalk.
  - d. Please do not pull up into the crosswalk when dropping off your students. That area is for students crossing the parking lot
  - e. Secondary students and/or parents may only cross the traffic flow at the secondary crosswalk, located directly in front of the gymnasium entrance.
  - f. Students needing to drop off instruments in the band room must use this secondary crosswalk and walk down the gymnasium sidewalk.
  - g. Dropping younger students off is safest right along the curb of the side walk, where they can exit the vehicle right onto the sidewalk.
  - h. Students dropped off before 7:30 a.m. must report to the gym.
9. Pick-up:
  - a. Elementary students must be picked up at elementary pick up door. Siblings in grades 6-12 may come to the elementary door for pick-up when they are dismissed.
  - b. Pre-kindergarten parents must use the lane next to the grass and then the sidewalk as you pull in. ALL other families can use either lane. Please fill both lanes whenever possible to avoid backups.
  - c. Pull all the way up to the staff member calling out numbers and wait for the okay to move ahead.
  - d. Please display number in front window until student is in the vehicle.
  - e. Do not switch lanes or pull around another vehicle unless directed by the staff to do so.
  - f. Use only large numbers, preferably hung from the rear-view mirror that can be easily read by staff.
  - g. Students will not be dismissed to cross moving lines of traffic.
  - h. Do not take time to place a child in booster seat while in line; move to a designated parking area first.