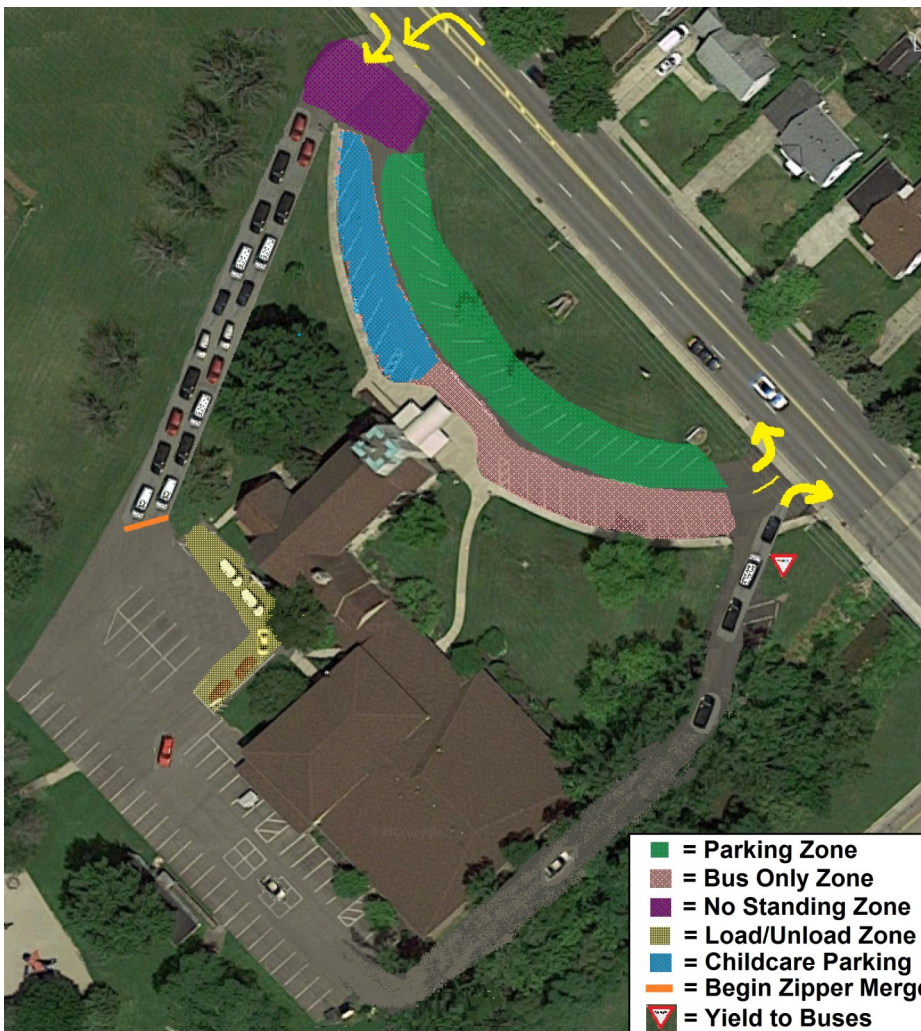



# Drop-Off/Pick-Up Procedure

## A How-To Guide for TK-9th

1. Form two lines of cars starting at **orange** line
  2. Drivers display student name in window for pick-up only
  - 3a. At 9:10AM drivers will be directed to “zipper” merge
  - 3b. At 3:30PM drivers will be asked to advance the two lines forward
  4. Students exit/enter the PARKED vehicle within **yellow** zone
- If you prefer to participate on foot, park in **green** or **blue** area, walk to the **orange** line, and inform staff.
  - Stack cars in field once **purple** zone is reached.



### DOs and DON'Ts

- DO  to buses
- DON'T park in **red** bus lane.
- DO put your car in park
- DON'T get out of your car
- DO stack very closely in **yellow** zone
- DON'T pass other vehicles
- DO form tight lines while in service drive
- DON'T stand in **purple** zone
- DO have patience
- DON'T hesitate to ask questions

### Preschool and Pre-K

- Park in **green** or **blue** zone and walk your student into the gym @ 9:10am
- Morning classes will be dismissed to guardians in school hallway
- Afternoon classes will be dismissed using TK-9 method described above

### Childcare

- Park in **yellow** before 8:30am & after 4pm
- Park in **green** or **blue** during school hours
- Follow sidewalk to rear of building
- Enter via awning-covered stairwell