



Morning Drop-Off 7:35 AM – 7:55 AM

- Upper playground is NOT available for parking
- Please park on street or use the drop-off lane
 - Drop-off lane is one direction only
- **PULL FORWARD as far as you can to allow traffic to flow smoothly**
- **Pull all the way to the right to allow others to pass on the left**
- **DO NOT open car doors on left; children exit RIGHT SIDE of car only**
- **Adults stay in car; have children ready to exit car once stopped**
- **Drop-off should take less than 1 minute to allow traffic to flow smoothly**
 - Street parking – **USE CROSSWALK**, DO NOT cross between cars!
 - Children go straight to playground, unless red flag posted
 - If **red flag day**, children go to gym (i.e. wind chill below zero)
 - Parents walking with children say goodbye at playground gate

Afternoon Pick-Up 2:50 PM – 3:00 PM

- Please park on street or upper playground
- Upper playground is open for parking at 2:40PM
- Upper playground parking is between entrance and ball walls
- All students will exit outside to playground from classroom doors
- Parents who are walking meet children at playground gate
- All families and vehicles should be off grounds by 3:00PM

Visitors, Appointments, Check-in, Check-out

If your child needs to leave for an appointment, please call when you are on your way and we will have them ready at the office.

Doors are locked during the day; please press the button on the wall and office staff will unlock the door for you to enter.

When in the building, always check in with office staff and wear a pass.