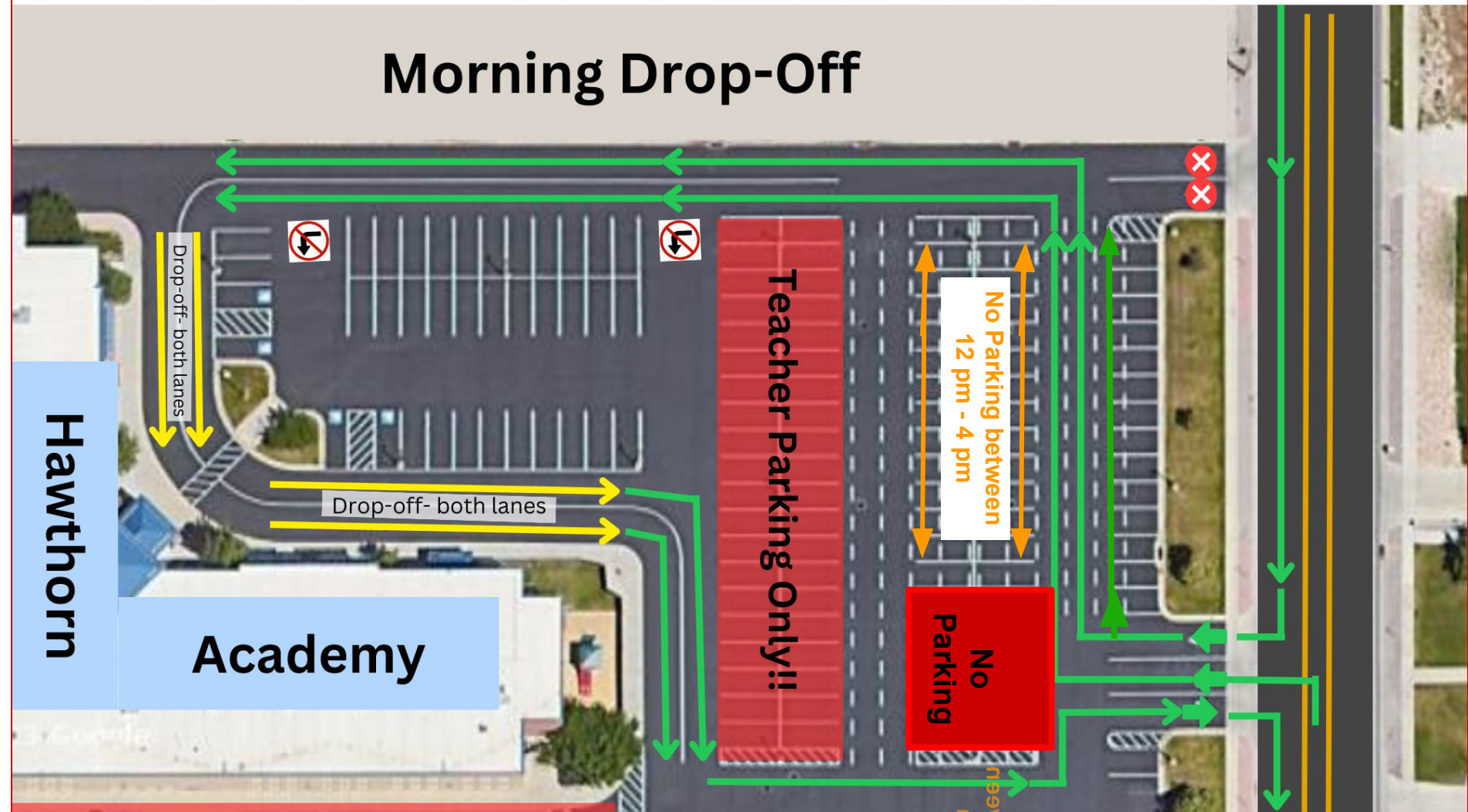


Morning Drop-Off Procedures

(See attached map)

- Enter the **SOUTH entrance** of the parking lot from **2200 West**, using **either lane**.
- Drive slowly and proceed to the **designated unloading/loading zone**.
- If you are in the **lane closest to the school**, students should exit the **right side** of the vehicle onto the **sidewalk**.
- If you are in the **lane closest to the parking lot**, students should exit the **left side** onto the **grassy area** next to the **crosswalk**, and walk carefully to the crosswalk.
- **Parents must remain in the vehicle**. If you need to assist your child, please park in a designated stall and use the crosswalk to escort your student.
- Once your child has exited the car, proceed **slowly forward**, merging with the adjacent lane if needed.
- **Exit right only** at the **South exit** — this is clearly marked and required for traffic flow.

Morning Drop-Off



Afternoon Pick-Up Procedures

(See attached map)

- Enter the **SOUTH entrance** of the parking lot from **2200 West**, using **either lane**.
- Choose one of the **10 designated carpool lanes** and wait your turn.
- When directed by staff, move into the **pickup lane** along the **front of the school**.
- Only the **right lane**, directly adjacent to the **sidewalk**, may be used for student pickup.
- **Students are not permitted to cross into the left lane. The left lane is for through traffic only.**

Daycare Bus Procedures

- **Daycare buses must use the left lane only** and proceed to the **back of the school** to pick up daycare students.
- The **left lane must remain clear at all times** to allow daycare buses to pass safely.

Arrival Guidelines Before 2:30 PM

- If you arrive **before 2:30 PM**, you are required to **wait in the right lane only**.
- While waiting, all vehicles in the **right lane must keep a clear path** so that daycare buses in the **left lane** can **drive through to the back of the school** without obstruction.
- After picking up your student, **carefully merge** into the **left lane**, proceed forward, and **exit right** at the **South exit**.
- Per **city ordinance**, **left turns are not allowed** when exiting the parking lot.

Afternoon Pick-Up

