

Car Riders: Drop Off/Pick Up Procedures

2015-2016

- Student safety is key
- Flow of traffic (drop off/pick up): enter on the west side of the building via NE Misty Meadow and proceed to exit via NE Anderson Drive
- Do not park along the curb. The curb/sidewalk will be used solely for dropping off and picking students up.
- When dropping off, have students exit from the passenger side so they do not have to cross in front or behind of cars. Students will load cars from the passenger side.
- Pick up: pull forward to the end of the sidewalk/curb. Please place the given piece of paper (attachment) in the right side window showing which students will be riding in your vehicle. Please use this paper daily.
- Do not get out of your car. If you need to talk with a teacher, please park in the parking lot and proceed into the building via the main office. All visitors must be checked in in the main office. Only students will be allowed to enter the building from the west doors.
- Do not go around cars even if your child has already gotten into the car.

Please place this in the window of your car, and remain in your car. A staff member will escort your student to you.

Student Name Grade Level Teacher
