

Parent Pick Up and Drop Off

(Please refer to the diagrams below)

Morning Drop Off

- No drop-offs until 9:00am. (No staff supervision before 9:00am)
- Students will enter through the front office lobby.
- Parents dropping off may either pull into a parking spot at the front of the school or along the curb closest to the flag (Lane 4).
 - When pulling into spots along the sidewalk, your child may get out and walk into the building on their own.
 - When pulling along the curb (Lane 4), YOU MUST walk with your student to the door since you are crossing over lanes of traffic.
- Please leave the first 3 lanes open for traffic to leave and enter (Lanes 1, 2 and 3)

Afternoon Pick Up

- The far left lane closest to the school (Lane 1) MUST REMAIN OPEN AT ALL TIMES .
- Cars will use the right three lanes to line up (Lanes 2-4).
- At 3:45pm, students that are car pick-ups will exit at the far doors. THE FIRST THREE ROWS of cars will be loaded and then dismissed. All lanes will then pull up to repeat the process.
- Parents need to stay in cars so that you are ready to pull up. PLEASE DO NOT WALK TO THE SIDEWALK to get your student. This will cause a slow down in our pick-up line.

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Parent Pick-up Notes

- All students that will be picked up by a parent/guardian will need to either call the office **before** 3:00pm or send a signed note.
- If your student will be a pick-up everyday, or have set days they are picked up every week, you can write a note stating that for the entire year.
- If you have a shared schedule, you may also print out a calendar and mark the days they are getting picked up and who is picking them up.

Handicap Parking

Flag Pole

AM Drop-off

Exit

Lane 4

Exit

Lane 3

Exit

Lane 2

Exit

Lane 1

Parking

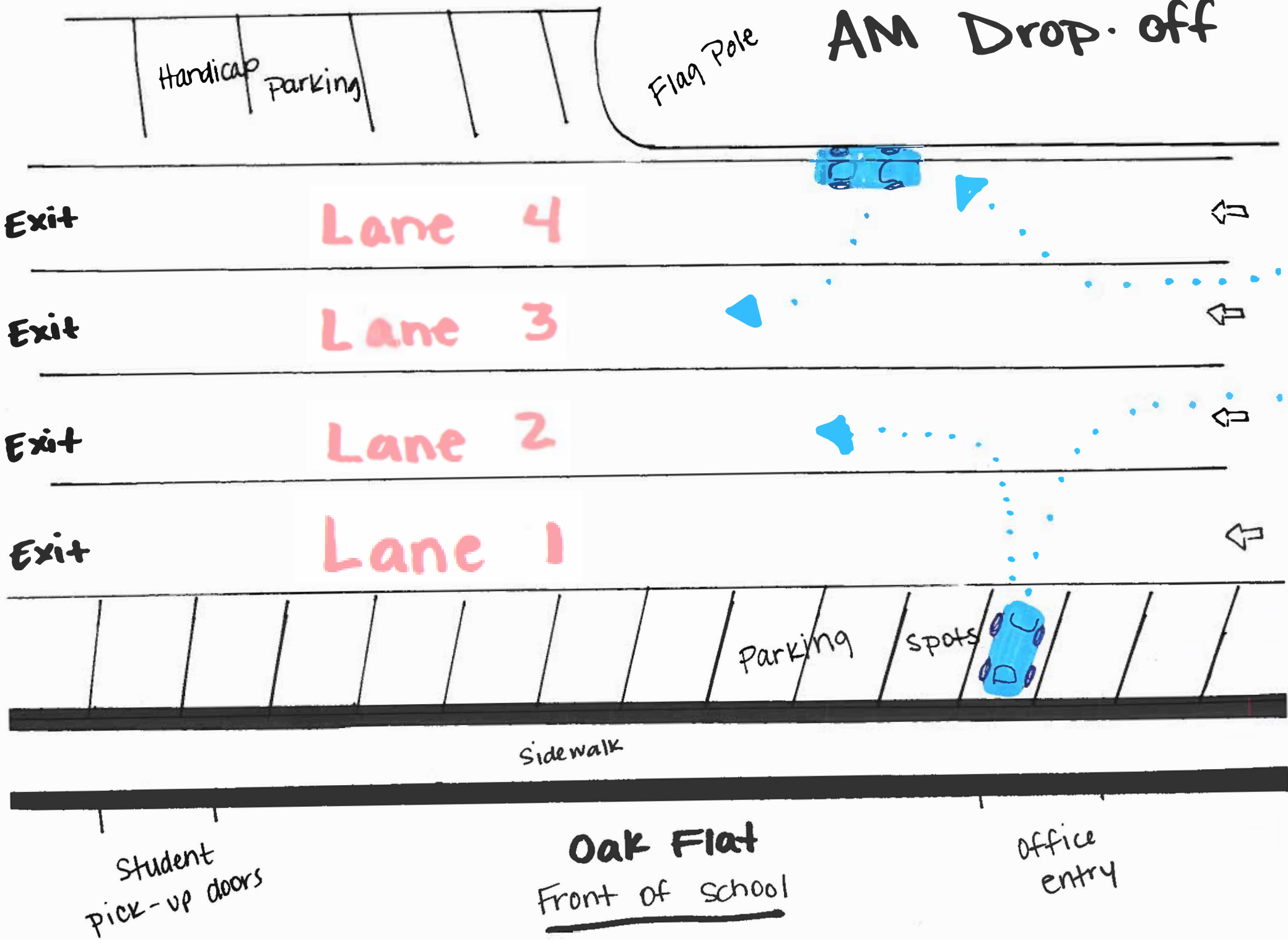
spots

Sidewalk

Student pick-up doors

Oak Flat
Front of School

Office entry

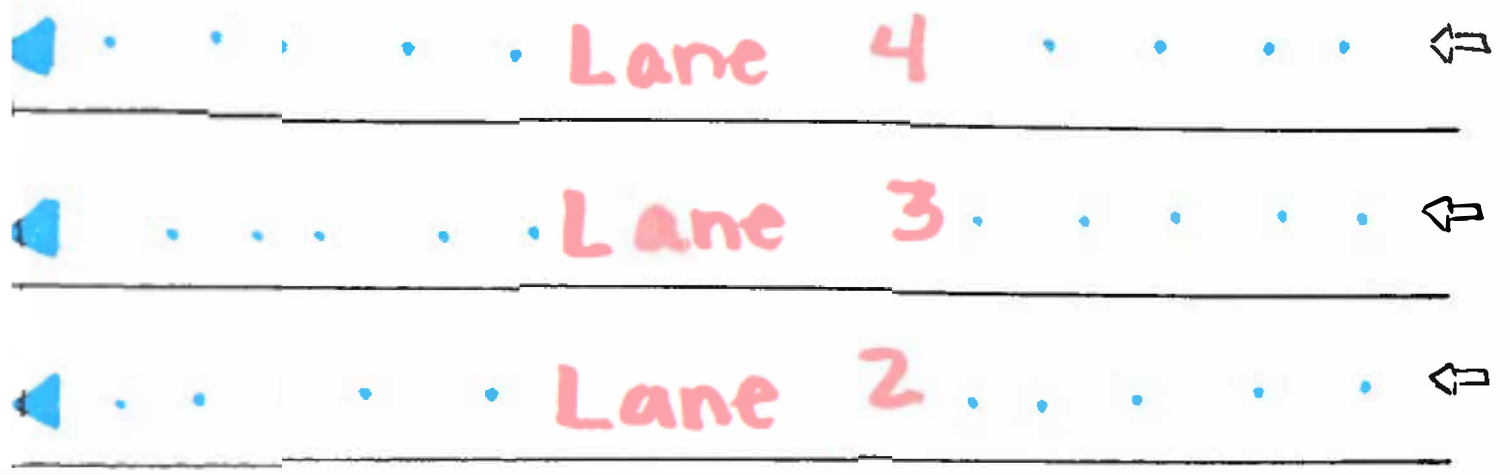
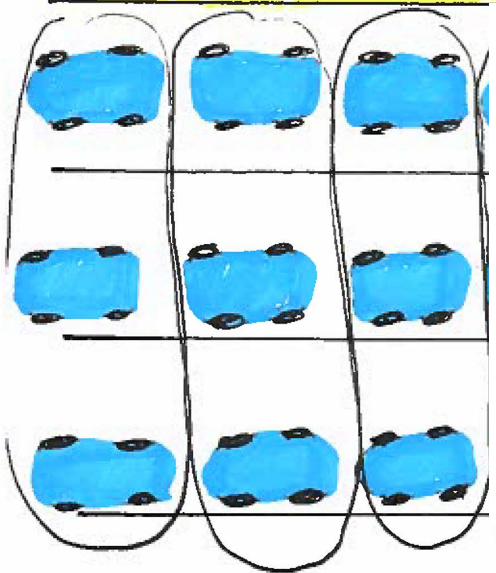


PM Pick-up

Flag Pole

Handicap Parking

3 Rows will load then leave. Lanes then Pull Up.



X X X KEEP THIS LANE OPEN Lane 1 X X KEEP THIS LANE OPEN

Parking Spots

Sidewalk

Student pick-up doors

Oak Flat
Front of School

Office entry