

Drop off and pick up procedures

All students are to be dropped off and picked up according to the diagram below.

Drop Off

Families are to enter Herm & Gladys Ave (the private school drive directly to the west of the school) from 2nd street. You will pull up to the crosswalk where you will drop off your children. Cars are not to proceed after letting out children until the crossing guard waves you on or until the car in front of you has proceeded and there are no children approaching the crosswalk.

If you would like to park and walk your students in or visit the school office, you will use the parking lot to the north of the church or the slanted street parking on 1st street. You and your children must use the crosswalk to cross Herm & Gladys Ave.

Families who have children at both the Child Care Center and the school may park on 2nd street to walk their child into the Child Care Center. The children at the school will proceed down the sidewalk to the school. Families who do not have a child at the Child Care Center are not to use 2nd street for dropping off their children.

No child should be dropped off in any location other than on Herm & Gladys Ave directly in front of the school.

Pick Up

Families are to enter Herm & Gladys Ave from 2nd street. You will pull up to the crosswalk or until you are directly behind the nearest stopped car. Students will be dismissed to go to their car after the bell has rung. You may proceed once the crossing guard has waved you forward or the car in front of you has pulled forward and there are no students approaching the crosswalk.

If a child is late coming out and you are at the front of the line, you may be asked to pull around to the parking lot to wait for them to come out.

If you need to exit your vehicle for any reason, you are to park in the parking lot north of the church or use the slanted street parking on 1st street. Again, you are only to cross Herm & Gladys Ave via the crosswalk directly in front of the school. Neither of these parking areas are to be used simply for pick up. If you are not planning on exiting your vehicle, you are only to use Herm & Gladys Ave.

If you arrive before the gates open, you may park on 2nd street until 3:30.

These rules are designed to ensure the safety of all students and are subject to change. Any changes will be communicated prior to being enacted. Failure to comply with these rules is in violation of the student & parent handbook and therefore subject to appropriate disciplinary actions.

