

## DROP-OFF AND PICK-UP PROCEDURES FOR 2010 - 2011

In an effort to maximize safety for our students, morning drop off and afternoon pick up procedures are outlined below. Please be aware that these procedures have been designed for the safety of students, not for the convenience of parents.

**IN THE MORNING:** If you are dropping off your child(ren) in the morning, please follow the “drop off lane” (printed in yellow with directional arrows) around the perimeter of the parking lot and proceed to the rear entrance of the gymnasium. Please drop your child off at the rear entrance to the gymnasium. Employees will be there to help with the drop off and the traffic flow. Please do not park in the lot and walk children to the building. After dropping off your child(ren), continue in the “drop-off” lane around the back of the building and exit onto the front circle and Stow Road.

**IN THE AFTERNOON:** If you are picking up your child(ren) at our regular afternoon dismissal time, the procedure is similar to that stated for morning drop-off. Proceed via the “drop-off” lane around the perimeter of the parking lot and remain in the “drop-off” lane. Staff members will be with students near the “play set” in the parking lot. **They will dismiss your child(ren) to you when you leave your car, approach the staff members on duty and request your child.** This may necessitate a few minutes of “wait time” and we appreciate your patience especially as we begin this procedure. Time and experience will streamline what we do. Please, after picking up your child(ren), continue in the “drop-off” lane around the back of the building and exit onto the front circle and Stow Road.

Please be understanding and patient with this procedure. It is my hope that it is a convenient one for parents, though my primary purpose in devising it is not one of convenience but of safety. As always, may God’s blessings be abundant in your lives.

Thank you for your attention to this important issue.

Harry Selner, Principal