

## **MORNING DROP-OFF AND DISMISSAL PICK-UP**

Morning drop-off is on Lyndon Avenue directly in front of the main entrance to the school. Junior High students (and their carpools) may be dropped off at the school gate on Bean Avenue. Students are to walk to their morning grade level location. In the afternoon there are two pick up locations: one on Lyndon Avenue directly in front of the main entrance to the school, and the second is in front of the Abby Sobrato Jr. High Building steps. Students will be supervised for 15 minutes before and after school as they arrive and depart.

A vehicle may stop only long enough to drop off or pick up passengers. Drivers are to stay in the vehicle at all times during drop off and pick up and refrain from using a cell phone. If a child is not there to be picked up, the driver will be asked to continue to move the vehicle, circle around, and drive through again.

### **Morning Drop-off**

Supervised morning drop off is from 7:45-8:00 for all grades. Students should not be on campus prior to 7:45 unless they have a scheduled meeting with a teacher or they are attending Mass. After they are dropped off, students are to go directly to the playground and line up in their designated area. They wait there until the first bell rings and through morning assembly, pledge and prayer. At the conclusion of assembly, the classroom teacher takes them to class. Students leaving cars are to walk directly to the safe area and are NEVER to walk in the line of cars.

Parents in cars are to drop off the student(s) in grades TK-5 in front of the main school gate on Lyndon Avenue and circle around in the cul-de-sac to go back out to Main Street. Junior High students and their carpools are to be dropped off at the front gate on Bean Avenue. Cars must approach from the west, and after dropping off, must continue in the same direction toward Santa Cruz Avenue. Under no circumstances should cars make a U-turn on Bean Avenue or drop off students across the street from the gate. Cars are **NOT** permitted to park in the parking spots on Bean Avenue by the school gate and in front of Howley Hall at this time as this is designated as the Drop Off area for students.

### **Afternoon Pick-up Schedule**

Supervised afternoon pick-up is for fifteen minutes from dismissal. TK afternoon pick-up is from 2:30-2:45 on Mondays, Tuesdays, Wednesdays and Fridays. EVERY Thursday are 12:30 dismissal days for TK and Kindergarten; therefore, TK and K pick-up is from 12:30-12:45 on these days. Grades K-8 afternoon pick-up is from 3:00-3:15 on Mondays, Tuesdays, Wednesdays and Fridays. Grades 1-8 pick-up on every first, third, and fourth Thursdays are from 12:30-12:45.

Students will stay in the safe areas (on the sidewalk on Lyndon or behind the red line on the playground) until their car arrives. Again, vehicles are asked NOT to park in the pick-up line. If a child is not there to be picked up, the driver will be asked to continue to move the vehicle, circle around and drive through again. If a student has an

appointment or if the driver does not want to wait in line, the driver may park in the city lot by the primary wing or in one of the church parking lots. He/she will have to walk to the safe area where the students are waiting and pick up the student(s). **Please DO NOT ask your child to meet you someplace other than one of the two pick-up areas.**

### **TK Pick-Up**

Parents are to pick up TK students from the TK classroom at dismissal time. If a student is not picked up fifteen minutes after dismissal, a TK teacher will walk the student to Cougars Corner for after school care. Parents and/or guardians are asked to wait outside the classroom on the Parish side (from the Courtyard) to pick up students at dismissal time.

### **Grades K-3 Pick-Up**

Parents are to pick up the students in front of the main school gate on Lyndon Avenue and continue through the parish parking lot and go out onto Tait Avenue. Students must enter the car on the right side. All students in grades K-3 and those in their carpools will be picked up in front of the school via Lyndon Avenue. Parents of Grade 3 students who do not have a carpool of students younger than Grade 3 must follow the pick-up procedure for Grades 4-8.