

## **TRAFFIC FLOW and PICK-UP PROCEDURES**

It is important that everyone follows safe driving habits to ensure the safety of our children. In order to keep the traffic moving in a safe and efficient way, we need your help in following the procedures listed below:

- ◆ The speed limit in the driveway is 5 mph and all streets surrounding the school are 25 mph when children are present (however slower is even better).  
**PLEASE BE AWARE OF YOUR SPEED!**
- ◆ When dropping off your children in the drive-thru, drivers **MAY NOT** exit their car. The supervising adults and safety patrol monitors will open your car door and assist students in exiting your car. For safety reasons, children may only exit the car from the right hand side. Please make sure that backpacks are stored inside the car and not in the trunk of your car.
- ◆ **DO NOT PARK IN ANY SPACE THAT IS MARKED RED.** Also, **DO NOT** park and leave your car in the yellow loading zones or in the drive through. Staff parking spaces are reserved for teachers and employees of the school on school days.
- ◆ The drive through is one way only and is a single lane except to exit around a car. **NO** car should be double-parked in the drive through. Please **ALWAYS** pull all the way forward when using the drive through. In the morning be careful of the safety patrol helping with opening car doors. Wait for all children to be on the sidewalk when pulling away. Be watchful of children trying to cut across the driveway.
- ◆ There is **NO PARKING** on the south side of Virginia Drive between Santa Anita Ave. and the drive through entrance during arrival and dismissal times.
- ◆ During the morning drop off and afternoon pick up, **ALL CARS MUST APPROACH THE DRIVE-THRU FROM SANTA ANITA AVENUE.** There is no left turn into the parking lot between 8:00 – 9:00am and 2:00-3:00pm. At these times, there may be congestion in the driveway.
- ◆ Please keep the crosswalk clear for pedestrians.
- ◆ Be aware that the time for the afternoon kindergarten pick up is 2:25pm. **WHENEVER POSSIBLE, PARENTS OF GRADES 1 THROUGH 5 SHOULD WAIT UNTIL AFTER 2:25pm TO LINE UP FOR PICK-UP.**
- ◆ Please be sure NOT to walk across the parking lot (children and adults alike)! Instead, use the crosswalks located at either end of the parking lot.
- ◆ **MOST IMPORTANTLY – ALWAYS BE COURTEOUS AND PATIENT. Just a little extra care and cooperation will keep our children safe. THANK YOU!**