

Drop Off and Pick Up Instructions

There are some important procedures to remember regarding student drop-off in the morning and student pick-up after school. Please read carefully! Contact the school office if you have any questions.

- 1) The school day for morning session preschool and elementary begins at 8:00 a.m., and our school day for the elementary grades ends at 3:00 p.m
- 2) Elementary parents who drive their children to school should use the north parking lot. Drop off will use the “airport parking” procedure. Students should be ready to exit the vehicle when the vehicle comes to a complete stop. For those not ready for immediate exit, please use the church parking lot to get everything together and then pull into the school lot using the airport parking. Elementary parents that need to park should use the north side of the island.
- 3) Preschool parents dropping off in the morning should use the south parking lot. Preschool parents dropping off for the afternoon session should use the north parking lot.
- 4) Elementary pick-up for grades 1-8 will be in the south parking lot using a continuous car line. Place the family name placard provided to you in the **front passenger windshield visor**. When you pull up to the cones, **please pull up so the passenger rear door is next to the cone assigned to your child**. Kindergarten students (and their siblings) will be dismissed out the north main entrance. You will park and meet your child under the front entrance canopy.
- 5) Preschool sessions will be dismissed out the north main entrance. You will park and meet your child under the front entrance canopy. Your child will be brought to you.
- 6) Before and after school care students (preschool & elementary) should enter the building at the main school entrance and proceed to the cafeteria.
- 7) We are continuing to ask that parents not bring their children down the hallways, but rather if needed to go no further than the front entrance canopy.