

STUDENT DROP-OFF AND PICK-UP PROCEDURES

For the safety of our students, the following procedures **MUST** be followed.

DROP-OFF

Cars dropping off students should enter the parking lot and drive single file behind the football fence. Once through the gate, cars can move into two lanes. Cars that will be going south, turning left, on Middlebelt must be in the left lane. Cars heading north on Middlebelt, turning right, must be in the right lane. Students should exit cars when the cars reach the entrance of the building. To speed up the drop-off process, two cars at a time should line up one behind the other in front of the building and drop off simultaneously.

PICK-UP

The after school pick-up procedure varies slightly from the morning. Cars will still enter the parking lot and drive behind the football fence. Cars should form two lines parallel with the fence, but leaving the center lane open. Students may enter the cars from behind the fence at the point lining up with the concession stand to as far down as the southern most gate. Students **MAY NOT** wait for the cars to come to them. Students should enter the vehicles from the passenger side only. A car is permitted to leave the single file line as soon as the student has entered. The car will enter the center lane, proceed through the gate and exit the parking lot. This pick-up procedure will also be used for our monthly activity nights.

Please Note:

- THE PARKING BARRICADES ARE THERE FOR A REASON. DO NOT DRIVE DOWN THE AISLES OF THE PARKING LOT OR EXIT THE PARKING LOT VIA THE SOUTH EXIT.
- THE NORTH END OF THE BUILDING IS RESERVED FOR HANDICAP PARKING ONLY. IT IS NOT A DROP-OFF FOR STUDENTS.
- DO NOT PARK ON MIDDLEBELT WHILE WAITING FOR YOUR STUDENT(S). WE UNDERSTAND THAT THE DROP-OFF AND PICK-UP LINE DOES BACK UP ONTO MIDDLEBELT, BUT THE LINE MUST KEEP MOVING.
- PEDESTRIAN WALKWAYS MUST BE KEPT FREE OF CARS AND PICK-UP AND DROP-OFF LINES MUST BE KEPT CLEAR AND MOVING. IF YOU NEED TO COME INTO THE BUILDING YOU WILL NEED TO PARK IN THE PARKING LOT. DO NOT PARK ANYWHERE BETWEEN THE PARKING BARRICADES AND THE BUILDING.