

DROP OFF & PICK-UP PROCEDURES

→ **Pickup and drop-off procedures have been developed with the primary goal of ensuring student safety and secondary goal of efficiency.**

Morning Drop-off: Students may be dropped off as early as 8:05 a.m. each morning. For staffing reasons, parents should not expect staff supervision for students before 8:05 a.m. Parents should drop off in front of the building in the designated area marked on the curb or in the parking lot along the curb so that students do not have to walk through the parking lot.

Breakfast is served in the cafeteria from 8:20-8:45 a.m. Breakfast service will end promptly at 8:45 each morning.

Afternoon Pick-up: The school day ends at 3:49 p.m. daily. All students must be picked up by 4:15 p.m. *Parents needing to pick their child up early should do so prior to 3:30 p.m. Office staff is unable to release students for early pick-up the last twenty minutes of the school day.* We ask that parents plan accordingly when early pick-up is necessary.

Afternoon Pick-up Procedures:

Parents may pick up students in the afternoon in one of three locations. Parents may pick up in front of the school on Cunningham Drive, in the side parking lot adjoining the Educators Credit Union, or in the back parking lot on Marcella Drive (limited space).

Pick-up in front of the school: School security, a school resource officer, and staff will direct traffic patterns in the pull through at the front of the school and in the side parking lot adjacent to the Educators Credit Union. Parents should drop off and pick up in front of the building only in the designated area marked on the curb. Please do not allow your child to load outside of the marked area, as doing so presents a safety hazard and diminishes the overall efficiency with which we can move cars through. If your child is not ready for pick-up when you arrive in the loading area, you may be asked to pull forward, out of the loading area in order to keep traffic moving. Please encourage your student to be in the correct location at the correct time for pick-up.

Pick-up in side parking lot (adjacent to Credit Union):

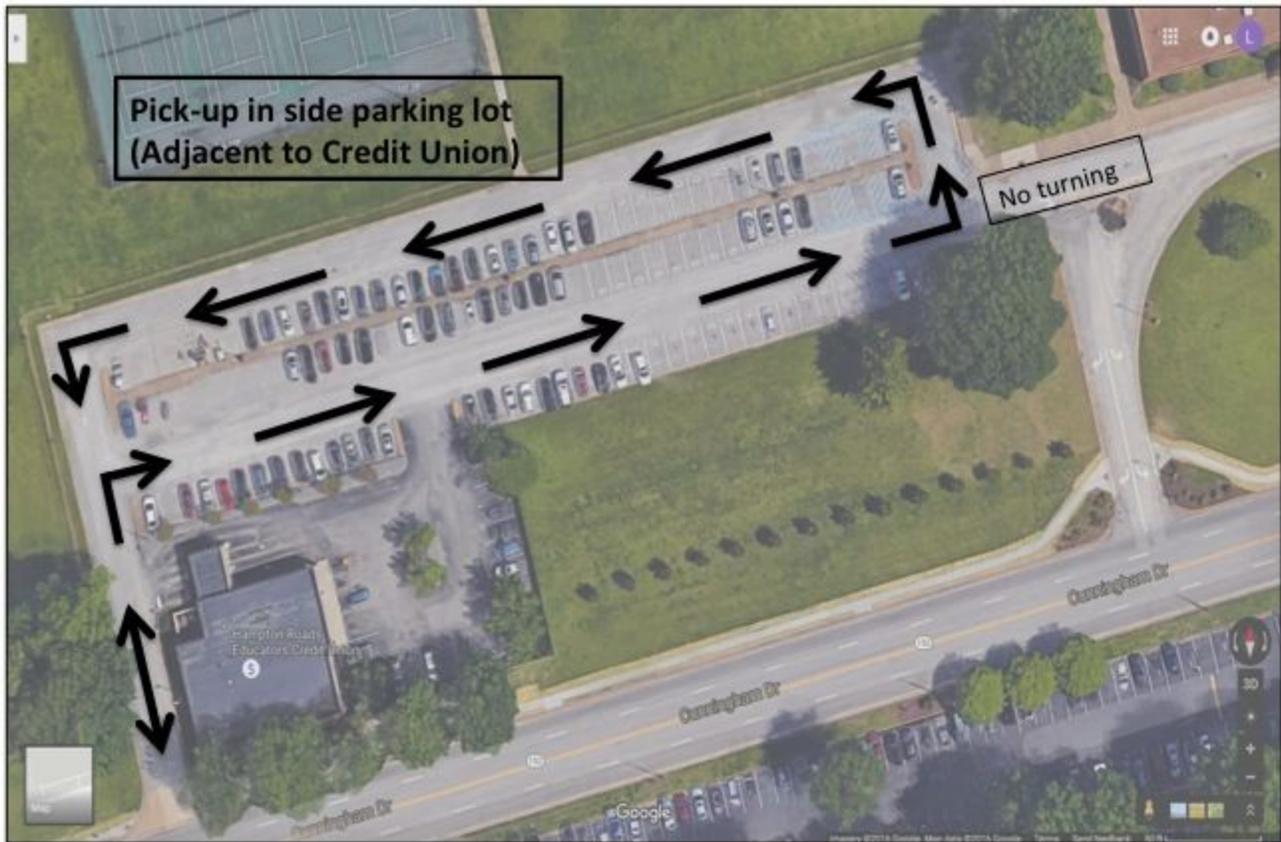
There is no exit from the side parking lot by way of the front pick up area. Cars must enter and exit the side parking lot beside the Educator's Credit Union. Signage designates that left turns onto Cunningham Drive are prohibited. Parking is not permitted in the side lot outside of marked spaces. At no time should any car be left unattended in traffic lanes.

Pick-up in back parking lot: Parents will typically find few available parking spaces in the back parking lot during afternoon pickup hours. Parents should load students only along the curb for safety reasons and to ensure traffic flow is not obstructed. At no time should any car be left unattended in traffic lanes.

Walkers: To ensure the safety of our walkers, walkers should exit the school grounds using the designated crosswalk on Cunningham Drive. Heavy traffic patterns, speed, and blind curves on Cunningham Drive make crossing dangerous. Walkers are expected to follow the directives of the school crossing guard. Students should stay on sidewalks at all times. Students may not wait for pick-up from parent at the ditch across the street from the school, due to safety concerns.

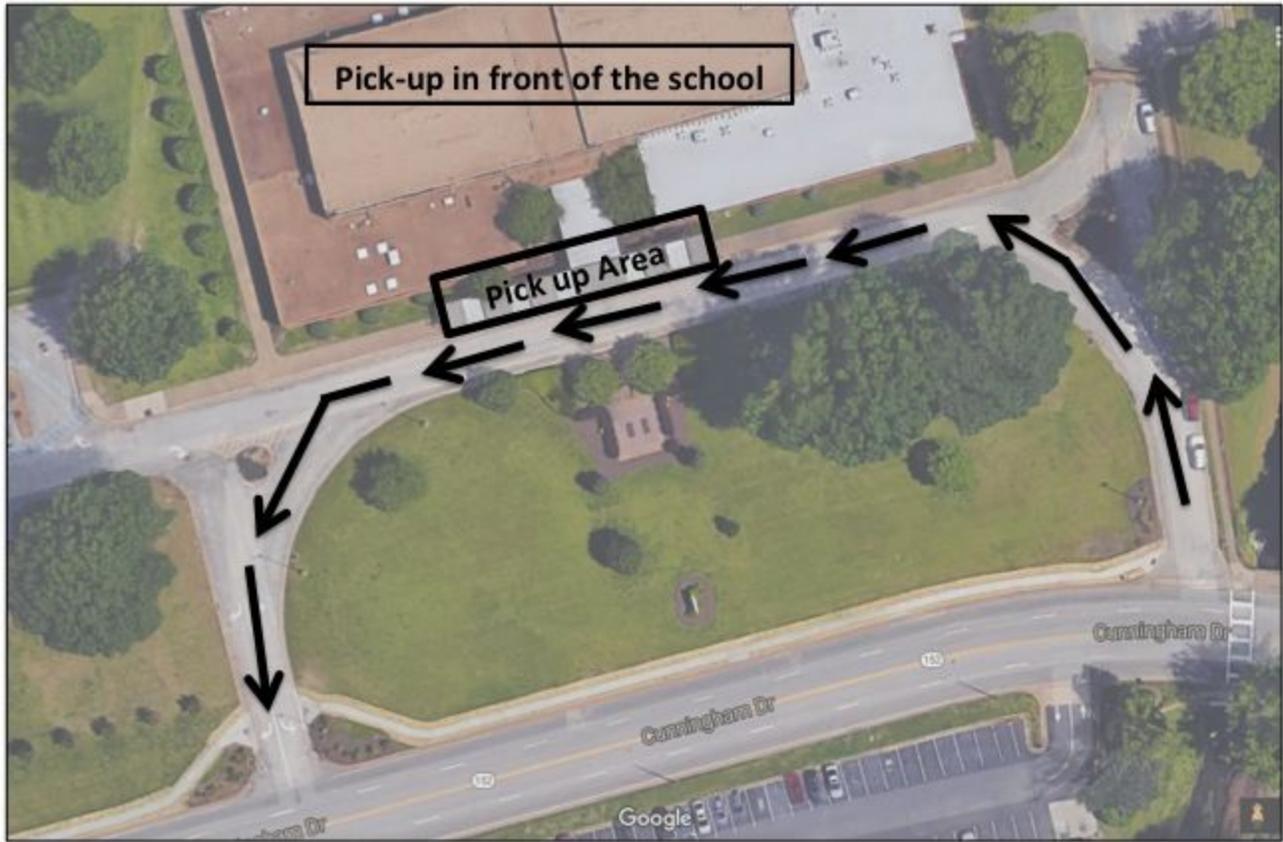
Please discuss your pick-up plan with your student so he/she knows where to go at dismissal.

THOMAS EATON FUNDAMENTAL MIDDLE SCHOOL



Parents can park in spaces while waiting for students. They can also park along the side closest to the tennis courts. All cars must follow the same flow, and may not exit by merging into front line traffic. All cars must enter/exit by the Credit Union if you are picking up your student in the side lot.

THOMAS EATON FUNDAMENTAL MIDDLE SCHOOL



Parents picking up in the front should only pick up their student in the designated area by the awning. Students should enter quickly into their vehicle in order to keep the line moving.