



GUIDELINES FOR ARRIVALS AND DISMISSALS BY CAR

The **#1 priority** of St. Raphael School is the safety of our students at all times. This is especially true during the arrival and dismissal of the students. All policies and procedures are based on this.

ARRIVAL:

- AM drop off uses a single lane only. Cars are in the right lane; buses are in the left lane.
- Students should not exit cars until after the end of the church building and are in the safety zone.
- Please have child exit car on the passenger side of car. If they must exit from the driver's side please pull over so you are not in the line of traffic.
- Pull car all the way up to where the traffic control monitor has indicated. Do not leave spaces between cars.
- If your child has left an item in the car please hand it to the traffic coordinator and he/she will bring it into school. This will save you an unnecessary trip and keep traffic moving.
- Traffic is heaviest from 8:40 - 8:50. You might want to arrive 5 minutes earlier so as not to get caught in the traffic jam.
- **All students should be dropped off no later than 8:50.** Please allow time for them to be in their classroom and ready for the day by the **9:00 bell**.

DISMISSAL:

- ❖ PM pick-up uses a double lane in the driveway and in the first lane of the parking lot.
 - ❖ Car riders and walkers are dismissed from their classrooms at 3:25. Bus riders wait in the lunchroom for the buses to be called.
 - ❖ PLEASE do not have students walk to cars that are in line beyond the school building and out of the safety zone. We must be able to see the students at all times.
 - ❖ Please **DO NOT** leave your car unattended when it is parked in the line of traffic. You might want to consider standing next to your car and waving to your child and **NOT** walking over to find them.
- PLEASE TURN OFF CAR WHILE WAITING FOR YOUR CHILD!**
- ❖ If your child is NOT there when you arrive, please pull to the side and out of the line. Do not leave your car in the line and go to the lunchroom. Notify a supervisor and they will locate your child. You may want to drive around the block and re-enter. There is less congestion with the second round of pick-ups.
 - ❖ No car is to move until all children are in their cars or safely back in the safety zone. Please wait for the traffic coordinator to release cars.

Please drive slowly when on the school property. You never know when a child might dash out in front of a car.

Safety patrol has been assigned to the end of the driveway for the walkers. Please observe the policies they are enforcing.

School policy prohibits the dropping off and picking up of students other than on school property. This is for your child's safety!