



## **New Drop Off and Pick Up Procedure**

August 12, 2022

Dear Parents,

To ensure the safety of our students we have designed a new system for dropping off your children in the morning. The grade school families will have a new drop off point. The kindergarten families will now drop their children near the main entrance to the church.

### **For Grade School Students**

Grade school parents are asked to take a left alongside the Church's playground fence. Then drive to the two open wooden gates. The children will go through those gates and enter the school via the back door. Mr. Lee will meet them there and guide them into the classroom.

Once the children have gone in, proceed to the left and make a U-turn. Drive out of the grassy area alongside of the gray stone wall. Once at the exit, be aware that other cars may be entering as you exit.

Parents who choose to go in with their children may park in the middle of the grassy area if your vehicle does not interfere with the traffic flow. Please enter the school through the back door of the church.

### **For Kindergarten Students**

Kindergarten families are asked drive to the orange cones near the entrance to the church. The children will be met by their teachers. They will enter through the main front door. Once the children are inside, drive to the right making a gradual curve and exit that parking lot through the open pathway into the parking area with the tree in the middle. Go past the tree to the strip of shrubs and turn right. Drive toward the exit being aware that other cars could be entering the parking lot.

At the start of the kindergarten school year parents may wish to walk their children into the classroom. Please park your vehicle in the lot with the tree. There are approximately 12 parking spots in that lot. Be careful not to block the exit route from the other parking lot, as parents will need to drive through. Do not leave your child unattended and be sure to hold their hands when you are crossing traffic. Be committed to guarding your child until they are safely in the building with their teacher.

It is not as complicated as it sounds, and my hunch is that everyone will have it down in a week or two. The idea is to keep walking through the parking lot to a minimum and eliminate the need for anyone to back up in the lot. Reach out with your questions. This new drop off plan will begin on Thursday, August 18.

Dr. Stevens