



## STUDENT DROP OFF AND PICKUP PROCEDURES

On arrival in the mornings please come into the St. Clement parking lot following direction of arrows. Upon approaching the black wrought iron fence, if possible please pull up past the walk way and let your child/children out on the passenger side to enter the small gate into the play year. If you let your child/children out while you are awaiting to make the loop please have them exit the passenger side and walk along the building to the small gate. If you park into a space please have your child walk up the walk way and wait for directions from the safety person to cross.

We ask that you do not stop and get out of the car unless you have pulled into a parking space, and please do not park in the designated staff parking. **There is NO parking along McCollum Hall unless you have a handicap plaque.**

If dropping your child/children off on Calhoun St., please pull up along the cyclone fence, let your child out on the passenger side to walk near the fence to the gate. It is a drop off zone only, there is no parking at any time.

**STUDENTS ARE NOT ALLOWED TO CROSS CALHOUN STREET WITHOUT AN ADULT.**

For pick up at the end of the school day, if you are going to exit and go south on Mission Blvd., you may pull into our school yard and park facing the driveway. We allow three rows to form before the dismissal bell. Once the bell has rung you may not park in the school yard unless directed by our Safety Staff. If you are going to exit and go on north on Mission we ask that you park our regular lot in marked spaces. At all time the children will be directed when they may cross and walk to your car. They must flow OUR instructions so please be patient with them and our Safety Students. Our number one goal is to return your children safely to you so your cooperation is greatly appreciated.

