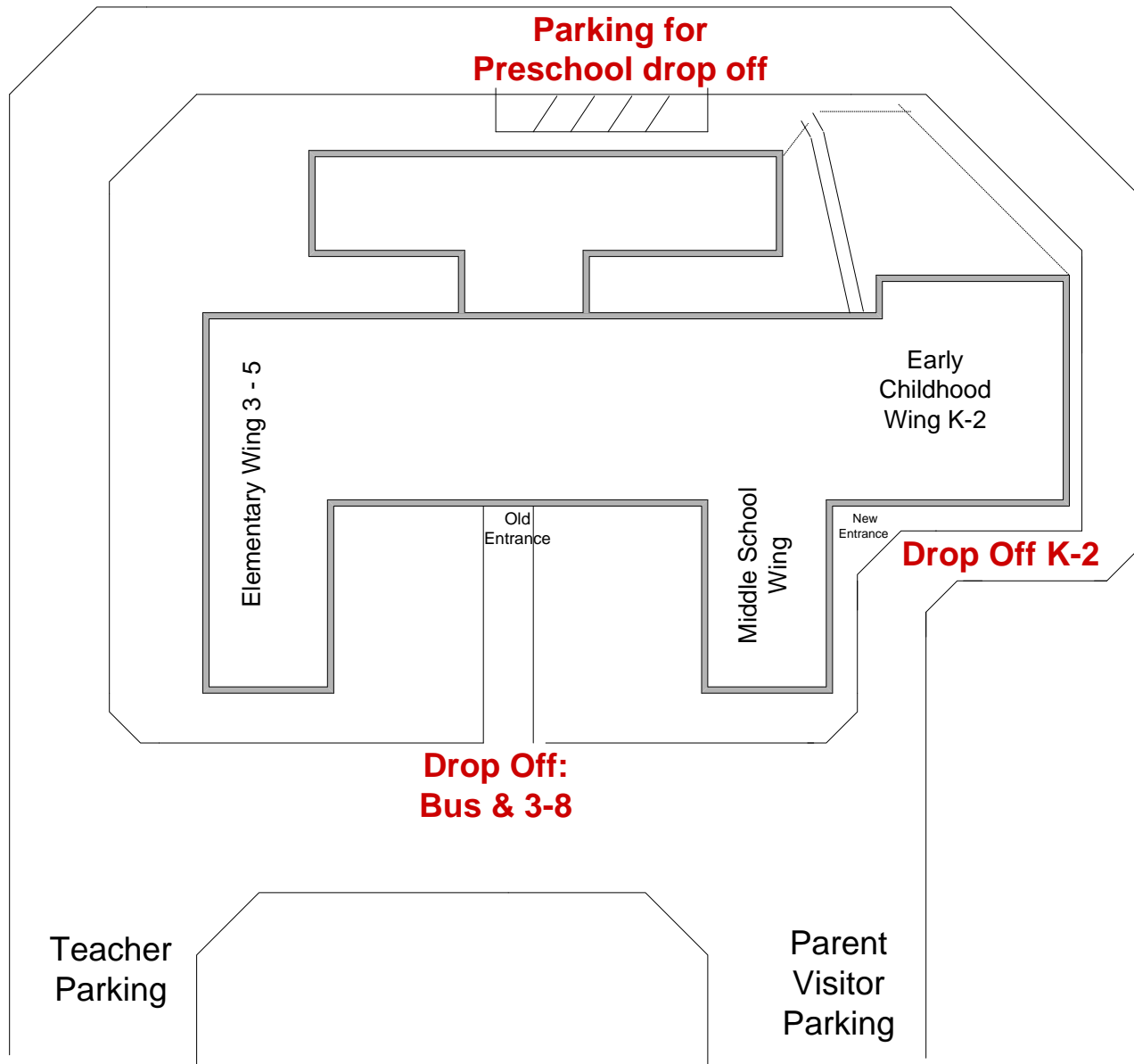




### **Procedure for Dropping Off Students in the Morning**

1. All **Buses** will drop off students in the front of the building. Bus students will enter school through the OLD main entrance.
2. Parents should drop off all siblings at the youngest child's drop-off area.
3. Parents of **PRESCHOOL** children will drive (to the right) around to the back of the school and park in the designated angle parking area so they can walk their preschoolers into the classroom and sign them in.
4. Parents of students in **Kindergarten, Grade 1, and Grade 2** will drop off children in front of the NEW main entrance. They should pull as forward as far as possible (to the end of the wing) and move then on quickly.
5. Parents of students in **Grades 3 – 8** will drop off children in the front of the OLD main entrance. Students will then enter through the OLD main entrance.
6. If any parents wish to come into the building, they must park in the Parent Parking area, which is the first parking area as you drive in. (If you are facing the building, this is the area closest to the “little red school house”.)
7. Teachers will park in the area on the other side of the circle (Opposite the “little red school house”.)
8. PLEASE REMEMBER: **Do not pass** school buses, even if they are in our driveway, when their “STOP” arm is out and lights are flashing.
9. When driving around the building, drop-off and pick-up is to be done in the LEFT lane only. The outside (RIGHT) lane is for traffic continuing around the building.
10. SPEED LIMIT: 5 MPH. Please observe this at all times.
11. NO CELL PHONE USE (or texting) while driving around the school. This is for the safety of YOUR children.

# WBCA Morning Drop Off



## **Procedure for Picking Up Children in the Afternoon (between 3:00 and 3:15 pm)**

1. All **Buses** will pick up bus students in front of the building from the Elementary wing door (the same as last year.)
2. **Kindergarten, Grades 1 and 2** will be dismissed from the play area behind the new Early Childhood wing. Parents of **Kindergarteners** should drive around the Early Childhood wing and pick up students behind the school. Students in **grades 1 and 2** will be dismissed from the front of the new Early Childhood wing. Parents will drive along the curb, going as far forward as possible. Teachers will dismiss children through outside classroom doors when parent's car is stopped. If parents want to enter the building, they should park in the Parent Parking Area in the front of the school. Students with younger siblings should go to room of youngest sibling for dismissal.
3. Parents of **Grades 3 – 5** will drive around the building and pick up their children directly from their classrooms remaining with their car at all times. Students will be dismissed through their outside classroom doors. Students with younger siblings should go to room of youngest sibling for dismissal.
4. Parents of **Middle School** students with no younger siblings will pick up children in front of old entrance (behind the busses). Students with younger siblings should go to room of youngest sibling for dismissal.
5. Parents of **Preschool** students
  - a. For 11:30 a.m. pick up, parents will park front of the school and walk into the preschool to sign out their children;
  - b. For 3:00 p.m. pick up, parents will drive around behind the school and park in preschool parking area.
6. Students will be dismissed at 3:00 pm. If you are waiting in the pick-up line, please do not leave your cars. If parents need to come into the building, they should park in the Parent Parking Area in front of the building.
7. PLEASE REMEMBER: **Do not pass** school buses, even if they are in our driveway, when their "STOP" arm is out and lights are flashing.
8. When driving around the building, drop-off and pick-up is to be done in the LEFT lane only. The outside (RIGHT) lane is for traffic continuing around the building.
9. SPEED LIMIT: 5 MPH. Please observe this at all times.
10. NO CELL PHONE USE (or texting) while driving around the school. This is for the safety of YOUR children.

# WBCA Afternoon Pick up

