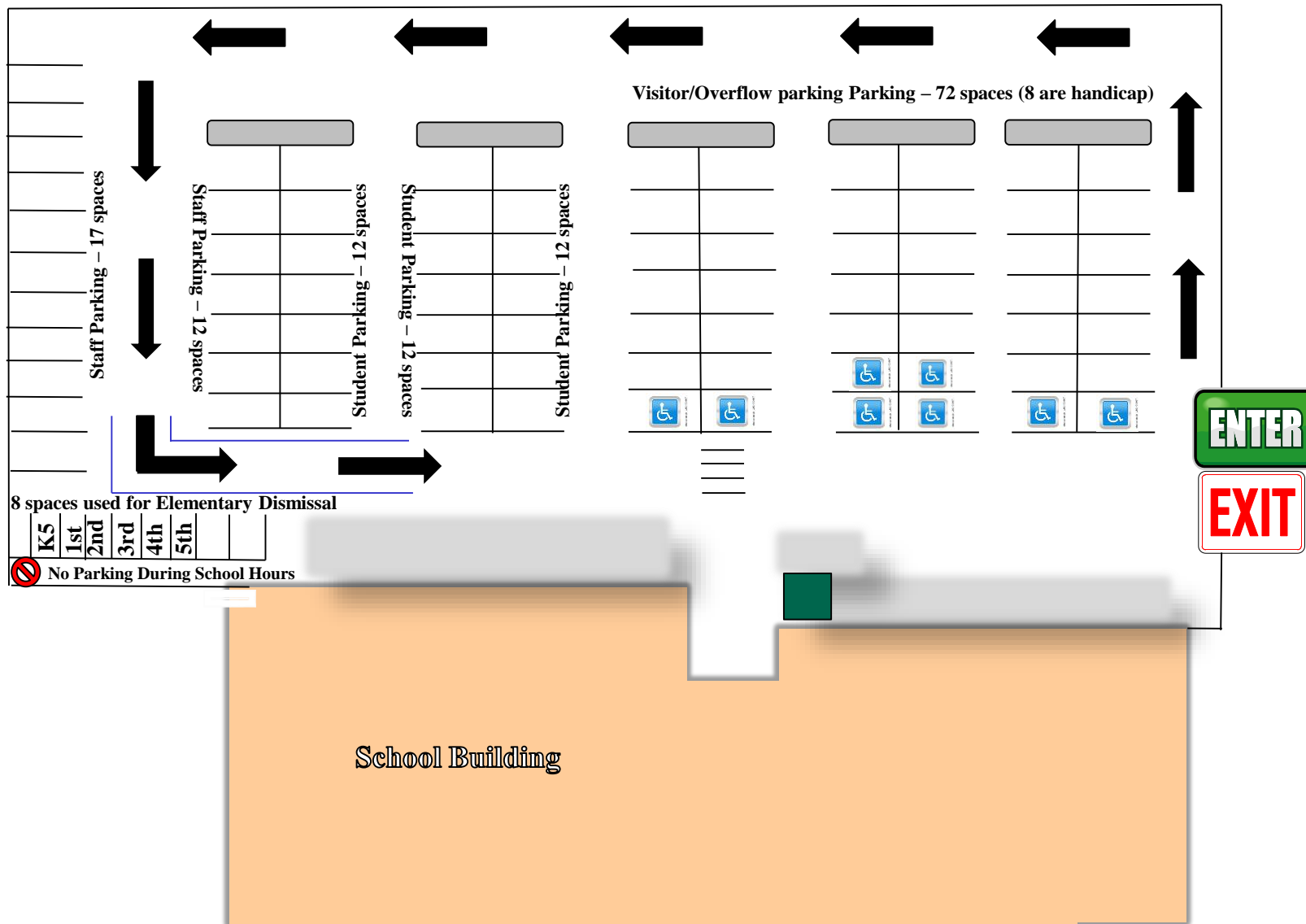




# Parking Lot Parking and Traffic Flow 2017-2018



# Elementary Dismissal Procedure

Elementary students are dismissed at 3:05, ten minutes before the 6th - 12th graders, in order to facilitate a safe and efficient exit for the small children.

Each family will be assigned a card with their JMC number to put on their vehicles. Four copies will be given to each family. Each vehicle that picks up a child should have a number displayed on the rear window of the vehicle's passenger side.

**During pleasant weather**, children will be dismissed from the south side of the building. The seven parking spots at this end of the building will be marked for the elementary children. Teachers will exit the stairs from the south doors between 3:00 and 3:05. Parents will drive around the east side of the parking lot, making a pickup line in front of the children. As your children are placed in your car, teachers will learn to identify your vehicles as well as your family number. The traffic flow will continue around from the east around to the north exit.

**No parking will be allowed in this flow of traffic.** If you have a high schooler, you will have to pull up and park in the lot in order to wait for your older children to be dismissed. Of course, you may walk up to the dismissal line to get your elementary child, but please park and walk down the sidewalk along the building, as the flow of traffic will continue for those who drive up.

**During inclement weather**, children will line up in the lunchroom (facing the windows) for dismissal. This is where your displayed number is imperative for dismissal success! As you drive up, the teachers will gather your carload of children and send them out to a teacher at the front of the building. This will most likely take more time, but will keep dismissal safe for the children. You will pick up your child at the awning at the front doors.

**If your car does not have a displayed number, you must walk inside to pick up your child! If you send someone else to get your child, they must walk inside the building to pick up your child during inclement weather.**

In order to keep your children safe, teachers will need to see who is picking up your children. If you will be sending someone to pick up your children, please inform them to walk inside the building to the lunchroom during inclement weather. A call to the office, or better yet, a text to the teacher would be a good idea.

Elementary children who are not picked up by 3:15 will be taken to our after school program, where a fee will be charged.

**Junior high and high school students** will be dismissed from the main doors after their classes are dismissed at 3:15. Early dismissal times are 1:05 for elementary, 1:15 for junior high and high school.

All **PRE-SCHOOL** students need to be picked up at their classroom