

Glorietta Drop-off and Pick-up Safety Procedures

ON TIME ARRIVAL is IMPORTANT

Students are expected to be at their classroom at 8 am (or 8:45 in late readers). Arriving after 8 am, regardless of carpool, lack of parking, etc is considered tardy.

CARPOOL PROCEDURES

The safety of children is our priority when looking at drop off and pick up procedures. We have a relatively small parking lot in a residential neighborhood and a large number of students who travel to and from school by car each day. We strive to keep students safe, be good neighbors and ensure that our drop off and pick-up process is efficient for drivers as well.

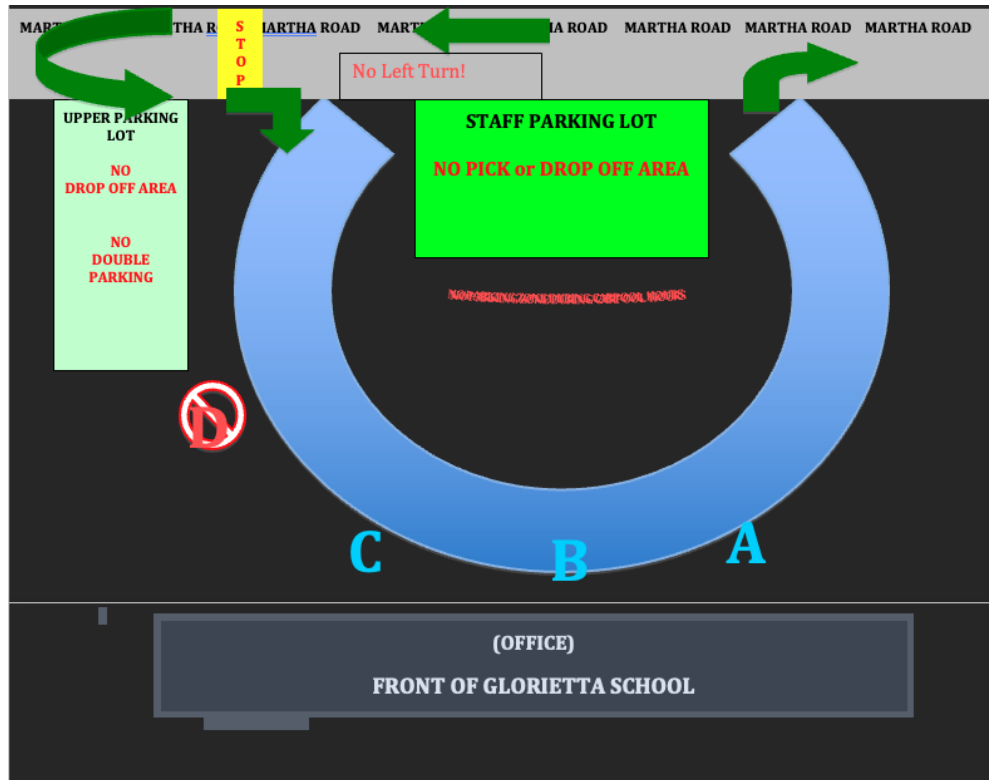
We have 2 carpool areas: Front of School for grades TK-3 and Lower Playground for grades 4 and 5. 4th and 5th grade students with siblings in K-3 should be dropped off and picked up at the front of the school.

Front of School Carpool Guidelines for TK-Grade 3

- Please do not use your cell phone when dropping off or picking-up your child/ren.
- There is NO LEFT TURN into the main parking lot during any carpool time.
- There is NO LEFT TURN out of the main parking lot at any time. You must turn right and go to Glorietta Blvd.
- Make sure your child is able to exit the car on his/her own. We ask that parents not help their children out of the car, as this slows down carpool significantly. If your child needs assistance (getting their backpack on, gathering lunch, etc.), please find legal street parking so you may help him/her.
- There is only ONE lane during late bird drop off and pick up. For the safety of our children, please DO NOT pass vehicles that are stopped.

AM DROP OFF

- Children should be on the RIGHT SIDE, ready for drop off, before you enter the parking lot. When entering the lot, pull forward to the supervising teacher or student safety patrol before students exit the vehicle.
- **Do not** let students exit the vehicle at the entrance to the parking lot. This impedes the flow of traffic.
- Children exiting a vehicle in lane 1 (the outer lane) must make eye contact with the driver of a vehicle in lane 2 (the inner lane) before crossing.
- Children should cross only at marked crossings.
- Parents should immediately exit the lot.
- No vehicle should be left unattended during drop off or pick-up.
- After 7:45 and before 8:00AM, **drivers must make their U turn in the upper parking lot.**
Note: Student drop off is in the main parking lot, not the upper lot!



PM PICK-UP

- At the afternoon pick-up, drivers must make their U turn in the upper lot. Drivers should enter the lot and follow the directions of the supervising teachers.
- **Children will be waiting in assigned areas. Siblings should be waiting together.** Older siblings (grades 4 & 5 should meet younger siblings at the front of the school.
- Children should use the marked crossing to cross to a waiting vehicle.
- Children who are entering a vehicle in lane 1 (the outer lane) must be accompanied by an adult. Cars should carefully exit the parking lot.
- Please note that there is **no left turn** from the Glorietta parking lot.
- Please do not leave your car unattended when picking up students.
- If you cannot find or do not see your child when going through the carpool lane, please exit, circle again, or park your car.
- Children not picked up by the end of carpool will be taken to Gopher Club.

Carpool/Walking/Bus Rider Entrance/Exit for Lower Playground



- ❖
- ❖ Bus stop at midway point from Martha/Glorietta Blvd corner to driveway gate for pick-up and drop-off point.
- ❖ Bus/Walkers enter/exit campus at corner gate only.
- ❖ Cars enter the lower playground off of Glorietta Blvd and bear to the right, following the path of the orange cones.

Lower Playground Carpool for Grades 4 and 5

- Enter the lower playground off of Glorietta Blvd and bear to the right, following the path of the orange cones. See map.
- Pull forward as far as possible and continue forward towards the loading area of the path. See map. Drop-off and pick-up students in the Student Loading area only.

AM DROP OFF

- Children should be on the RIGHT SIDE, ready for drop off, before you enter the parking lot. When entering the lot, pull forward to the supervising teacher before students exit the vehicle.
- Do not let students exit the vehicle at the entrance to the parking lot. This impedes the flow of traffic.
- For the safety of our children, please DO NOT pass vehicles that are stopped.
- Parents should immediately exit the lot. No vehicle should be left unattended during drop off.

PM PICK-UP

- PLEASE HAVE YOUR PLACARD VISIBLE for assisting with locating your child during pick-up.
- Pull forward to the supervising teachers. Staff will locate your child(ren) and direct them to your car.
- Cars should carefully exit the lower playground. We will have a staff member assisting with traffic support for exiting the playground. At times, you may be directed to a right turn only to speed up the carpool exiting process.
- Parents should immediately exit the lot. No vehicle should be left unattended during pick-up.
- Children not picked up at the end of carpool will be assisted by the office to contact families or sent to Gopher Club.

Bus Riders: SEE MAP ABOVE

Drop-off - The bus will drop students off on Glorietta and students must enter campus through the gate at the corner of Martha and Glorietta, **NOT the driveway**. Pick-up - Students are to wait at the bottom of the ramp for the bus to arrive and then cross the grass to go through the gate to get to the bus.