

Student Drop-off and Pick-up Procedures & Map 2023 - 2024

DROP OFF & PICK UP WILL BE AT 3 LOCATIONS

*****Reminder: Parents stay in your car to help us stay safe & efficient.*****

Student Drop Off:

Staff will open doors at 8:06am. Students then go to their classrooms when the bell rings at 8:11am.

- **K4 Morning & Afternoon Drop Off:**

Families with K4 students (including ALL other siblings - am): Drop off students at the front entrance. Please stay left of the orange cones in the parking lot. Have students exit your car and enter Door 1. **Drop off for the afternoon class** starts at 12:25pm and students should be ready for class by 12:36pm.

- **Families with K5-3rd grade students:** Drop off students at Door 10 (back parking lot entrance) on Colonial Drive.

- **Families with 4th-5th grade students:** Drop off **students including younger siblings** at the corner of School & Butternut Rds and enter at Door 2. Car traffic flows westbound on School Road and exits south on Butternut Road being careful not to block intersections while in line.

- Children/parents please walk carefully between buses and cars.

- Students should be in their classroom and ready for school by 8:21am.

Student Pick Up:

- **K4 Morning Pick Up:** Pick up K4 students at the front entrance staying left of the orange cones. Please have a student pick-up sign displayed in your front car window and follow the guidelines below. Morning classes end and pick up is at 11:06am.

- **Pick up line starts after 3:00pm.**

- **Families with K4-3rd grade students:** Pick up **your students** at Door 12 (playground entrance). Car traffic enters westbound on Bayberry Circle and exits on Butternut Road using the north school entrance. A circle of cars will be formed. You must stay in your car to be in the traffic flow. Note formation on the map. Please start a second line (inside the circle) once the first one is full so that you are not blocking the entrance or exit.

- **Families with 4th-5th grade students:** Pick up **your students including ALL younger siblings** at the corner of School & Butternut Roads. Students will exit Door 2. Cars will line up westbound on School Road and exit south on Butternut Road being careful not to block any intersections.

- **A student pick-up sign is to be displayed in your front window.** Print/write your student's last name on white paper in LARGE letters that are legible from a distance.

- A staff member will start tracking cars in the traffic pattern at 3:10pm. Students will be walked out in the order of car flow.

- **Students must be picked up by 3:30pm.** After 3:30, if no one is in the car line, students will be brought to the office. If a situation occurs that prevents you from picking up on time, please call the County Line office at (262) 253-3465.

- Parents should NOT park in the front parking lot to pick up their child at the end of the day.

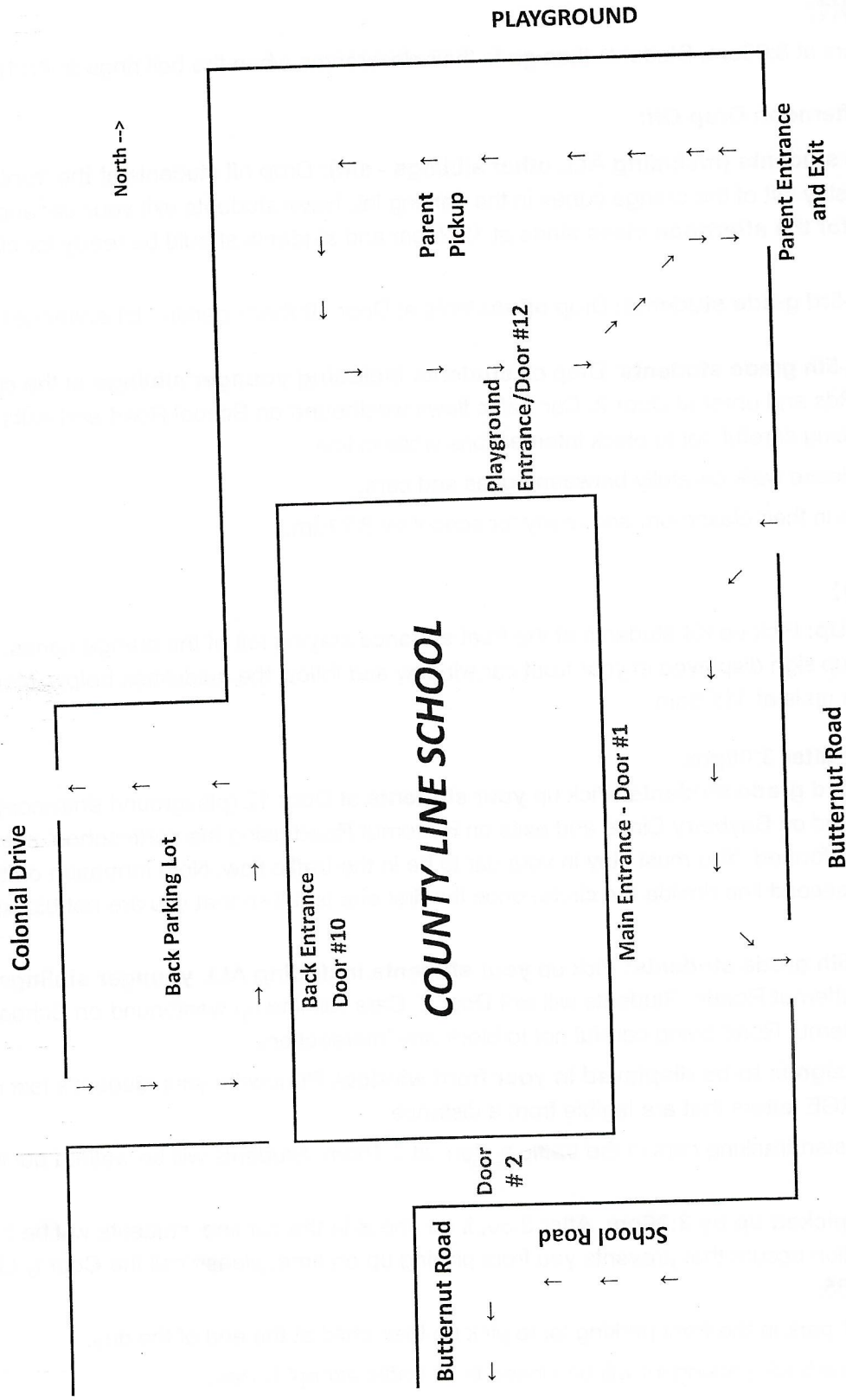
- From 3:00-3:30pm the back parking lot will be closed to all traffic except buses.

- Students are allowed to bike to school. There is a bike rack at the back school entrance and students enter the back door, Door 10.

- Vehicles are not allowed on the drive between the back parking lot and the playground.

2023-2024 Student Drop Off & Pick Up Map

6/20/23



Afternoon Pick-up
K4-3rd grade: Playground/Door #12
4th-5th grade: Door #2

Morning Drop-off
K4: Front Entrance/Door #1
K5-3rd grade: Back Entrance/Door #10
4th-5th grade: Door #2