

Student Drop-off and Pick-up Procedures & Map 2025-26

Our goal is to make arrival and dismissal time safe, routine, and efficient for all students and families.

AM Student Drop Off: Begins at 8:06 AM

Drop off students at Door 10 (back parking lot entrance) off of Colonial Drive.

- Stay in your vehicle at all times.
- Students exit through the right side passenger doors.
- Drop off starts at 8:06; please be in line by 8:11. Any students entering after 8:21 need to come through our main office.
- Do NOT park and walk students up from our parking lots. This is a safety concern.
 - 4K: Morning & Afternoon Drop Off: Please find a parking spot and walk your 4K student up to the front doors.

Drop off for the 4K PM class starts at 12:25 pm. You must park and walk your student into the

front doors.



PM Student Pick Up: Begins at 3:17 PM

*Our goal is to make arrival and dismissal time safe, routine, and efficient for all students, families and visitors.

- Families with 4K-5th 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.
 - Please be kind to our neighbors and do not block the driveways.
 - Please always have your car tags with your students first and last names displayed at all times on the passenger side. If you need an additional sign, please contact our office. This should remain displayed until your students enter the car.
- At 3:10 PM, a staff member will start tracking cars in the traffic pattern. Students will be walked out in the order of car flow.

- Please join our line by 3:21 PM for pick up.
- To ensure the safety of all in the student pick-up line, students are expected to enter the vehicle on the right side of the car.
- **NEW:** Parents should NOT park and walk up to pick up their children at the end of the day. This poses a safety concern.
 - Car traffic must join the pick-up line to pick up your child. Please refrain from any foot traffic.
 - No parking on School Rd, Bayberry Ct, or Butternut Drive for PM pick-up.
- Parent drop-off ends by 3:30 PM.

PM Pick Up

- ★ Have student last names in front window visible at all times.
- ★ No parking, getting out, and walking in for pickup, this is a safety concern.
 - Please DO NOT park on Butternut Rd, Bayberry Cir., or School Rd.
- ★ Please be at school no later than 3:21 for pickup.
- ★ Please do not block driveways (be kind to our neighbors).

The map shows the school building and surrounding streets. Yellow arrows indicate the pick-up flow: from School Rd, turning left onto Butternut Rd, then right onto Bayberry Cir, and finally left onto Colonial Dr. Specific zones are marked: '4K/5K-5th Car Only' on Colonial Dr, 'Bus Only' on Colonial Dr and Butternut Rd, and 'NO PARKING' on Butternut Rd, Bayberry Cir, and School Rd. A red car with a 'no parking' sign is shown on School Rd. The map also shows Pilgrim Rd to the east and various residential streets.

- **4K:**
 - 4K Morning & Afternoon Drop Off: Please find a parking spot and walk your 4K student up to the front doors off Butternut Rd.
 - Drop off for the 4K PM class starts at 12:26 pm. You must park and walk your student into the front doors off Butternut Rd.
 - 4K Morning Pick Up: Please park your car, gather your child from the front door (off Butternut Rd.) and walk your child to your car.
 - 4K AM pick-up is at 11:06 am.
4K PM pick-up is on our playground with all students.

Student Drop-off and Pick-up Procedures & Map 2024 - 2025

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

AM Student Drop Off: 8:06 AM

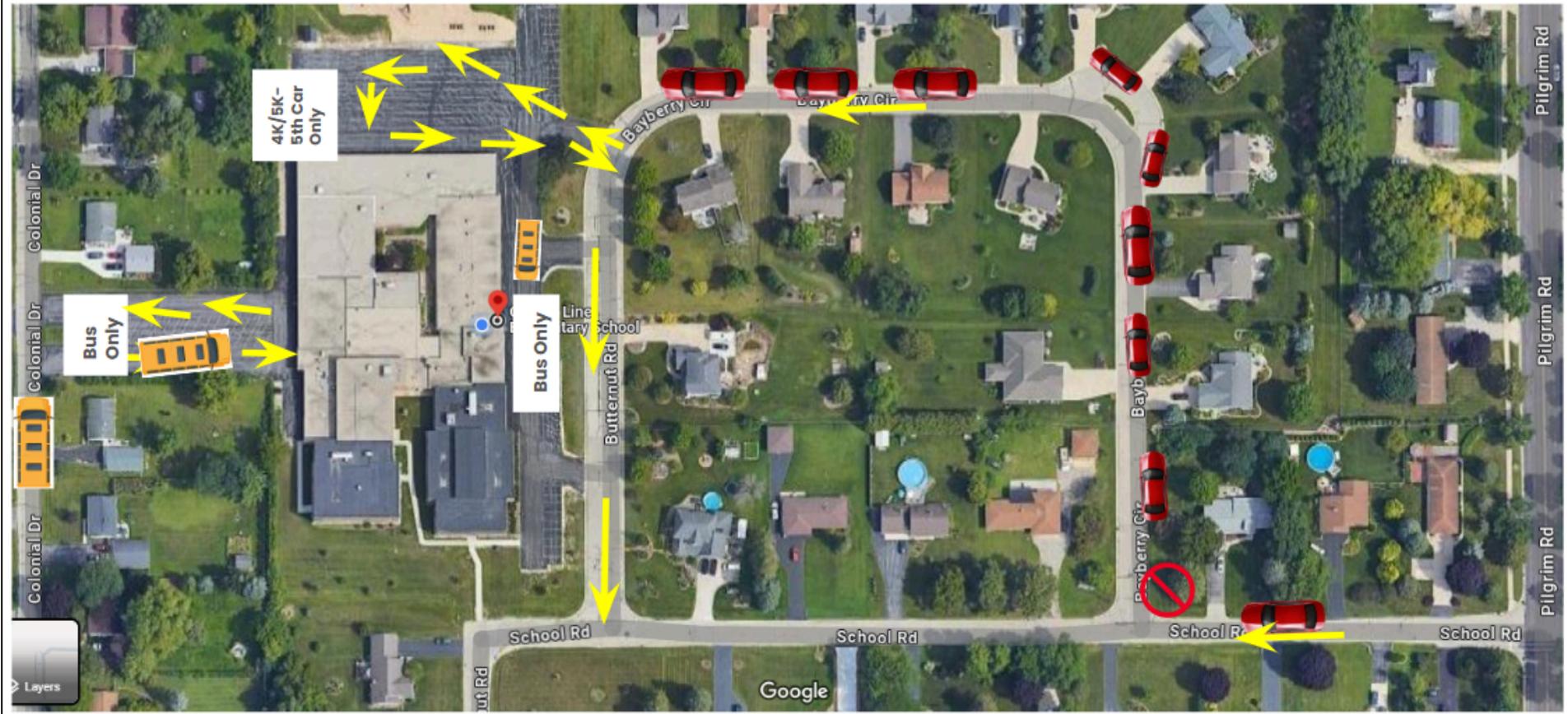
- Families with K5–5th grade students:
 1. Drive: Drop off students at Door 10 (back parking lot entrance) on Colonial Drive.
 - Stay in your vehicle at all times, and have students exit the right side passenger doors.
 2. Walk: Park and walk your student(s) in at drop-off at the front entrance. (Do not park your car in the back parking lot and walk students during drop-off or pick-up.)
- 4K Morning & Afternoon Drop Off:
 - Families with 4K students (including ALL other siblings): 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 4K PM class starts at 12:25 pm. We prefer you park in a spot and walk your child in.
- Students should be in their classrooms and ready for school by 8:21am.

PM Student Pick Up:

- **Families with 4K/K5–5th 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.
 - **A yellow student pick-up sign is to be displayed in your front window.** The yellow signs sent home are required to be shown.
- At 3:10 p.m., a staff member will start tracking cars in the traffic pattern. Students will be walked out in the order of car flow. Students must be picked up by 3:30 pm.
- Parents should NOT park in the back parking lot to pick up their children 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.

PM Pick Up

- ★ Please do not block driveways (be kind to our neighbors).
- ★ Do not stop on corners or near fire hydrants.
- ★ Have yellow student names in front window.



- **4K Morning Pick Up:** Pick up 4K 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 11:06 am.

AM Drop Off



PM Pick Up

