



Below you will find a number of key points concerning our Morning Drop Off, After School Pick Up, and Morning Shuttles to St. Elizabeth Ann Seton

GENERAL GUIDELINES

- Please maintain a one-way traffic pattern with all cars entering zone via Cedar Street to Second and exiting via Vine Street moving away from the school (with Sleder's on your right).
- If for some reason you need to skip the carline and move ahead. Please do NOT speed past the front of the line while other cars are exiting the line... This is a very dangerous practice.
- The Munson Enrichment Program will be offered after school from 2:40-6:00 p.m.

MORNING DROP OFF:

- Morning Supervision begins at 7:15. Please do not drop your child off before this. If you do, there is no supervision for them.
- The parking lot is coned off starting around 7:15. There is no parking in the lot until 2:00. This ensures that our parking lot can be used as our playground throughout the day.
- Do not drop students off on the opposite side of Vine and 2nd as this will force them to cross traffic to access the school grounds.
- When students arrive they are allowed to play in the area between the school and the church and on the sidewalk outside the 3rd grade doors. They are NOT allowed to play in the parking lot until the Shuttle Busses for SEAS have arrived, loaded, and left.

AFTER SCHOOL CAR LINE:

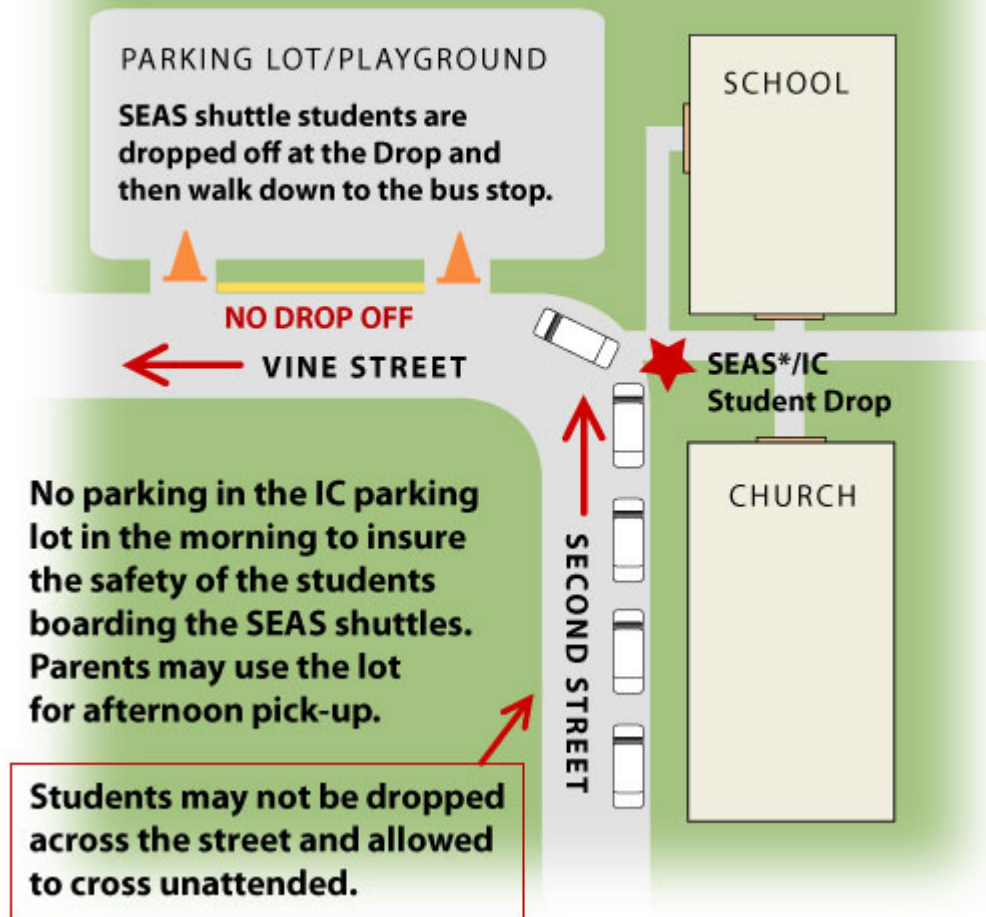
- After School Supervision ends at 3:05. Please pick your child up before this.
- It is very helpful if you have a sign in your car with your child's name on it.
- At dismissal time the students will form three lines (3rd grade, 4th grade, and 5th grade) between the church and school.
- The playground and basketball courts are closed from 2:40-3:05. Playing in the parking lot or on the playground at dismissal time is not allowed. There are too many cars and too much traffic in the parking lot during this time. It's not even ok to allow them to play under a parent's supervision.
- If you don't want to pick your child up from the car line, you are welcome to park in the parking lot after school. Your child will remain lined up by the school. Please walk over, get them, and walk them back to the car. Please do not ask them to meet you in the parking lot. We want all students safely escorted through the parking lot.
- If you use the parking lot after school please enter and exit via the driveway closest to Sleders. The first driveway is coned off to prevent bottlenecks with those cars in the care line.

SHUTTLE RIDERS FROM IMMACULATE CONCEPTION:

- In the morning, those students waiting for the transfer shuttle to SEAS should line up on the grass between Vine Street and the school parking lot. When the busses arrive students must NOT run at the bus. Stay on the grass until the busses come to a complete stop.
- If you are dropping off for the shuttle busses and are unable to get into the regular car line because of time constraints or other reasons, it is perfectly acceptable to “skip” the line! To be clear however, please move ALL the way down Vine St. to the North end of the parking lot by the SECOND DRIVEWAY (closer to Sleders). That way you will clear the car line completely and not cause any congestion with the cars leaving the drop off zone.

Please see the map below. It should help detail our procedures.

PICK UP AND DROP OFF PROCEDURES FOR IMMACULATE CONCEPTION ELEMENTARY (including SEAS Shuttle Transfer drop off)



If you have any questions at all, please feel free to contact the school (947-1252). Our main goal is student safety. Policies and procedures are only good if everyone involved puts them into practice.

Thank you for helping to make our school grounds a safe environment!