

## **Student drop off and pick up plan for SSMS**

### **MORNING:**

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**Car riders should be dropped off in back. Handicapped students may be dropped off in the front.**

\*Drivers are asked to pull up as far as they possibly can before unloading their students.

**Parents who want to come in to the building must come in through the front.**

\*Park in a lined parking space in the front of the building (not in the back). Come to the front office to check in and receive a visitor's badge.

### **AFTERNOON:**

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**Students exit the building in the back.  
Handicapped students may be picked up in the front.**

\*buses riders are released and loaded first; car riders will be released when buses are rolling off campus

#### **\*\*\*\*\*LOADING IN THE BACK DRIVE THROUGH**

Cars file in behind each other in the three traffic lanes.

Teacher on duty will motion all cars to pull forward to red line, first three cars "hold" the line.

When cars are stopped and it is safe, students will be directed to find their car and load.

ALL cars will stay put until the rest of the cars in the group are loaded.

At the appropriate time, the teacher on duty will motion for all of the cars in the group to move out.

As cars are moving, no students will be allowed to cross or enter the street or enter a car.

All cars are directed to keep moving up as far as possible. The first empty cars that reach the front will stop and hold the place for the next group.

Sequence begins again and repeats as many times as necessary to get all kids loaded.

#### **\*\*\*\*\*LOADING IN THE BACK PARKING LOT**

We will allow students to cross at the cross walk and walk to their ride in the parking lot. However, students **MAY NOT** stand in the parking lot to wait for their ride. They must stay with the other car riders until their ride has actually arrived in the parking lot before they may cross at the cross walk.

**Tip to help: speak to your child ahead of time and remind him/her to be looking for you. Also remind him/her to wait and not step into the road until the signal has been given that it is safe to do so.**