

## **STUDENT SAFETY TRAFFIC PLAN (THE LOOP)**

The “Student Safety Traffic Plan”, (the loop), is designed to keep our children safe during arrival & departures from school. It is imperative that drivers not exceed 5 mph while driving the on campus ( the loop). Children are to exit/enter vehicles from the curbside **ONLY**. Please be cooperative, patient, and kind to those driving and supervising the “loop”. No traffic will be allowed on the playground during school hours, except during the designated “loop” time.

Students are to arrive ON TIME for school and must be in class before the bell rings at 8:00 a.m.

**Please use the loop for the safety of your children.**

- ◇ Drivers are **not to exceed 5 mph** and may not use cell phones while dropping off or picking up in the Loop.
- ◇ Drivers **must remain in their vehicles** while waiting to drop-off or pick-up their child.
- ◇ Vehicle **doors may not be open** while moving.
- ◇ Parents, if you **plan on staying on campus** for a half hour or less you may drop your child/ren off curbside in the “loop” and then proceed to park in the middle of the parking lot. If you plan on staying longer than a half hour for your visit, **please move your vehicle to the front parking lot**. The students need this area for recess time. Thank you
- ◇ Students may enter for classes through **the school office ONLY if they are late and need to get a tardy slip**.
- ◇ The church building is not to be used as an entrance to or exit from school.
- ◇ During the morning drop-off time period, the drive-through gate opens at 7:40 am. If your child/ren are going to need assistance with their belongings (backpacks or special projects) which will cause a delay in the flow of the vehicles driving through the loop, please drop your child off curbside. Drivers may then pull to the middle of the parking lot so the **adult driver can walk the items to the child waiting on the curb**.
- ◇ Drivers are **not to arrive any earlier than 20 minutes prior to dismissal** so that congestion will be minimal. [The loop gate opens 20 minutes prior to dismissal.]
- ◇ During the afternoon pick-up time, if your child/ren are not present curbside upon dismissal and you are parked along the curb to pick up your child, you will need to pull your vehicle to the middle of the parking lot until your child/ren are present on the curb waiting area and then merge back into the loop. Thank you for your cooperation in this matter.

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### **Safety Rules:**

1. DROP-OFF/PICK UP children ONLY in the staging area behind the church.
2. Children exit/enter autos CURBSIDE only.
3. Children are NOT allowed in the parking lot during the DROP-OFF/PICK-UP period.
4. Children MAY NOT be dropped off or picked up on the street and cross the parking lot.
5. SPEED LIMIT 5 MPH.
6. If your child is not in the staging area, please pull to forward space
7. Please drive courteously and allow the process to flow smoothly.

### **Arrivals:**

1. The Loop is in effect from 7:40 a.m. - 8:00 a.m. daily.
2. All students exit autos curbside (BE READY)
3. All students enter school grounds from BEHIND THE GYM - during the 7:40 a.m. - 8:00 a.m. time period including those attending Extension at this time.
4. Children arriving before 7:40 a.m. MUST go to Extension.
5. Late arrivals go directly to office for a tardy slip.

**Departures:**

1. The Loop is in effect from 3:00 p.m. - 3:20 p.m. daily.
2. All students will be escorted to the staging area behind the church.
3. Extension students will be directly dismissed to Extension personnel in the cafeteria.
4. Children will wait in designated area until auto arrives curbside.
5. Follow the directions given by the school personnel—enter by gate, go from one lane to two / then merge from two lanes to one by the curb for pick-up at marked spots.
6. Children enter autos CURBSIDE only — teachers will open the vehicle's door for the child/ren.
7. Children NOT picked up after 20 minutes past dismissal time (i.e. 12:20 or 3:20 p.m.) will go directly to Extension and will be checked in from the time of dismissal.
8. Parents who need to conduct business or conference after school will PARK in the FRONT LOT. Children MUST WAIT in the courtyard at the picnic tables until the parent has completed business. NO CHILD MAY WAIT IN THE CAR FOR A PARENT.

**WALKERS & BIKE RIDERS (to and from home and school) :**

1. Children who walk or ride bikes must have a note on file in the school office signed by the parent giving permission to walk or ride a bike, to and from home and school.
2. Children who walk or ride bikes must enter/exit through the office and inform office personnel that they are leaving.
3. Children who walk or ride bikes must cross in the crosswalk in front of the school or walk along the sidewalk in front of the school. As a reminder, students may not be picked up by a vehicle in front of the school.