

CPS Traffic Plan

This CPS Traffic Plan was implemented with the singular goal of keeping our students safe during morning drop-off and afternoon dismissal. We appreciate your help in making sure the process runs smoothly.

IMPORTANT

- K5-4th will dismiss at 2:50pm. Lane 1 (next to the sidewalk) is for parents who are **ONLY** picking up K5-4th students. We will begin loading elementary students and moving this lane out as soon as the students are dismissed at 2:50pm.
- 5th grade and up will dismiss at 3:00pm. If you have an elementary student **AND** a middle school or high school student, you will use lane 2 (the outside lane).
- Line up in the lane of your oldest student.
- **DUE TO SAFETY ISSUES, PARENTS WILL NOT BE ALLOWED TO LINE UP FOR AFTERNOON PICK-UP UNTIL 2:15PM.**

PLEASE READ THE FOLLOWING INFORMATION AND STUDY THE DIAGRAMS CAREFULLY.

Morning Drop-off Procedures:

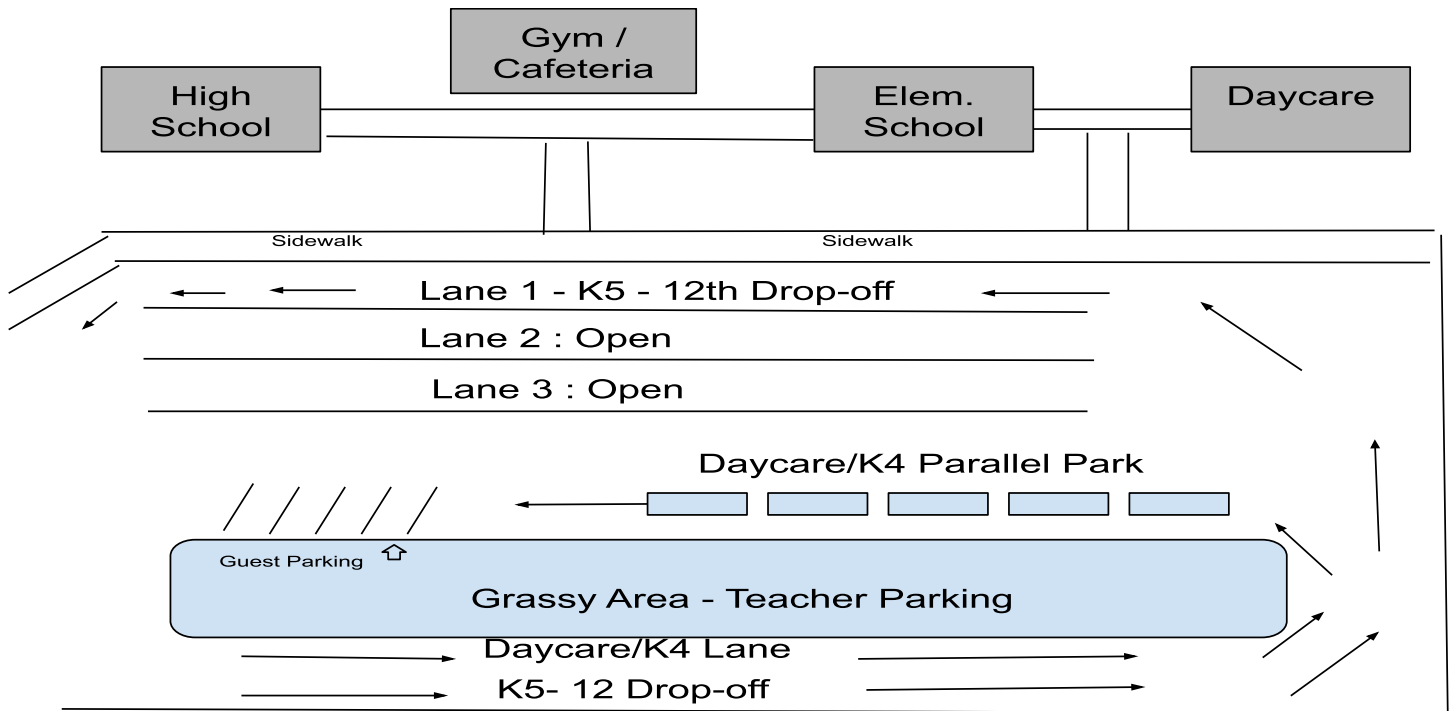
- **Daycare:** Arrival may begin at 7:00. We strongly recommend 7:00-7:30 or after 7:45, if you do not have a school-age child, to reduce wait time and traffic build-up.
- Daycare parents are asked to use the designated parking areas to exit your vehicle and sign in your child. Please **DO NOT** park or leave your car in the school drop-off lane.
- Daycare/K4 vehicles will exit in Lane 3.
- **K4 - 4th grades: beginning at 7:30am**
- **5th - 12th grades: beginning at 7:30am.** These students will report straight to the gym each morning and they will be released from there for homeroom.
- Students who may necessitate a different drop-off time will need to notify administration for consideration to be made.
- The lane nearest the sidewalk, Lane 1 will be the only lane utilized for drop-offs.
- Students must exit their vehicle in the drop-off lane; the driver must remain in the vehicle.
- If you need to enter the building, you must park in a single diagonal parking space and please do not take up more than one parking space.
- After your student has exited the vehicle, wait until the car ahead of you has pulled away before moving. **DO NOT** pull out of the lane or bypass other vehicles.

NEW PROCEDURE!!!!

Parents who travel south-bound on Highway 43 will exit the school using the back (Old HWY5) exit only in the morning.

Daycare/K4 Drop-off: Daycare Awning (Parents must sign in - use designated parking areas.)
 K5 - 12 th Drop-off : Gym/Cafeteria Awning

MORNING DROP-OFF DIAGRAM



Afternoon Dismissal Procedures:

- K4 - 2:30 - 2:45
- K5 - 4th Grades will dismiss at 2:50pm. Lane 1 (next to sidewalk) is for parents who are ONLY picking up students in these grades. We will begin loading them and moving this lane out as soon as the students are dismissed.
- 5th grade and up will dismiss at 3:00pm. If you have an elementary student AND a middle school/high school student, you will use lane 2 (the outside lane).
- Please line up in the lane of your OLDEST student.
- If you arrive for pickup at 3:00 or after, you can use either lane because by this time, both lanes are loading.
- If you must come in the building please park in a single diagonal parking space.

Hang-tags:

- All families will receive two (2) hang-tags for their vehicles. Additional hang-tags may be purchased through the school office.
- The hang-tags will have a number that corresponds to your student/family/carpool. Hang-tags should be placed on the rearview mirror in order to be visible to on-duty staff.
- If you do not have a hang-tag or a special circumstance occurs, please park in the designated parking area and go to the school office.
- Hang-tags are necessary in order to park in the high school parking lot. High school students may purchase hang-tags from Mrs. Harla Barnes.
- Teachers and substitutes will be supplied hang-tags for their vehicles.

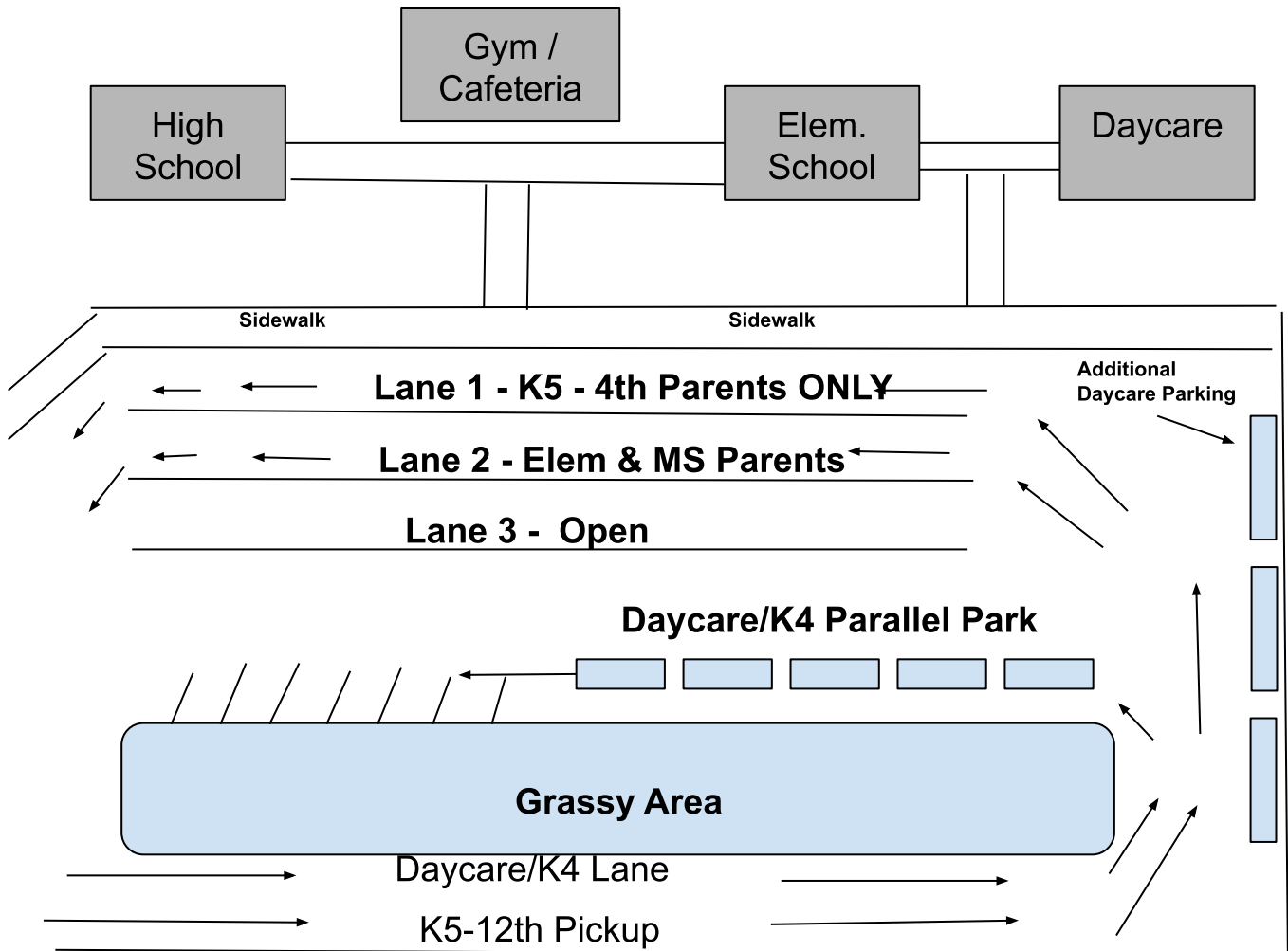
2 Lanes:

- Lane 1 (nearest sidewalk) is for K5 - 4th grade parents only and Lane 2 (beside Lane 1) will be used for parents with an elementary **AND** middle school/high school student.
- Lane 3 will remain open.
- The parking spaces will be for parking as well as a parallel parking area at the south end for daycare/K4 parents who will need to park and sign out their children.
- Car numbers will be called upon your arrival by on-duty staff. Students will be directed to load their vehicles when all vehicles are stopped.
- Lanes 1 and 2 will be loaded and directed out by the on-duty staff in an orderly manner. **Please DO NOT exit your vehicles.** You **WILL NOT** be allowed to bypass vehicles ahead of you.
- If you need to enter the building, please park in the designated parking area.
- If an elementary or middle school student rides with a high school student, the high school student must come get the child, let the teacher know, and walk them to the high school parking area.
- If you are in the daycare parking area, you must go around and re-enter the carpool line. You will not be allowed to walk up and get your child.
- You are **NOT** allowed to pick up children anywhere other than the designated areas. Please do not tell your child to meet you in other areas on campus to avoid the pick-up line.

IMPORTANT SAFETY REMINDER:

Once students have begun loading, all vehicles must remain completely stationary until the stop sign changes to "Slow".

AFTERNOON PICK-UP DIAGRAM



Thank you in advance for your cooperation as we strive to keep our students safe!