

# **Somerset Elementary School**

## **Drop Off and Pick Up Procedures**

The Purpose of this agreement is to provide an orderly and safe circulation pattern at the Somerset Elementary School and assure that student safety is our top priority.

### **Parent or Visitor to the School**

- **The west (kindergarten lot) is designated as STAFF ONLY!** Please use the east/main parking lot for visitor parking and drop off/pick up.
- **All visitors must check in at the office and pick up a visitor's badge to assure student safety.**

### **Student Drop Off and Pick Up**

- **Please do not park in the student drop off lane. Note that the drop off lane extends the length of the parking lot. Please continue to pull forward as far as you can to keep the flow of traffic moving. Note that this lane extends past the crosswalk and around the curve.**
- **Please continue to pull forward so that the entire length of the lane may be used for drop off and pick up. After dropping off or picking up students you may move out of the lane and proceed to the exit.**
- **When exiting the parking lot, note this exit is right turn only. In order to help maintain our traffic flow, please respect this policy.**
- **The drop off/bus lane in the staff/bus lot can be used for load and unload ONLY after ALL busses have left the lot.**

### **Before school "line-up" procedures**

- **K- line up in fenced kindergarten area**
- **1<sup>st</sup> grade line up in front of school against the building along the raised planter bed.**
- **2<sup>nd</sup>-5<sup>th</sup> grades line up under the covered area in the rear of the school. Students can be dropped off at the front of the school and walk through the building to the back.**

### **Bus Drop Off and Pick Up**

- **School buses will enter the site in the West Parking Lot.**
- **Buses will drop off and pick up students in the same location.** It is important that this lane be kept clear for bus traffic. Vehicle parking is not allowed in the bus lane.

### **Pedestrian and Bicycle Traffic**

- **At the beginning and the end of the school day crossing guards will be stationed where there are marked crosswalks. If you are arriving at the site by foot or bicycle please use the marked crosswalks and obey the direction of the crossing guards. Biking to school is limited to fourth and fifth graders. Please be sure to wear protective gear. Somerset is not responsible for bikes brought to school.**

### Expectations for all school visitors...

- Please model kind and appropriate behaviors by respecting our staff, student patrols, and parent volunteers who are facilitating safety around the school.
- **Follow all traffic laws. U-turns are not allowed in school zone on Somerset Blvd. or on 143<sup>rd</sup> Ave SE.**
- **Park only in designated parking areas. Do not cross traffic midline to park in opposite direction. Do not block neighborhood traffic. Do not block resident driveways.**