

DROP OFF AND PICK-UP PROCEDURES

Drop Off:

Drop off begins promptly at 8:55. Drop off is closed at 9:10.

- 1 - Children Infant/One/Two years of age are walked to and dropped off at the classroom door.
- 2 - Children in K3-K5 classes are dropped off in a car loop.
- 3 - If you have a younger sibling to be dropped off with a K3-K5 student, you will drop off all of your children in your assigned car line A or B. We will unload in the car loop and get all students to class. We need you to do this to make sure our arrival procedures work as intended.
 - All walk-up foot traffic for drop off will park in the Impact Center parking lot and cross at the designated cross walk to make your way to your child's classroom door. Please DO NOT park anywhere else but the Impact Center parking lot. We will have cones out to signify where to cross the car line traffic.
 - EVERYONE will enter at the Impact Center/Rock Springs Road location. You will either park in the parking lot there and walk your Infant/One/Two year old child to classroom door or you will enter your respective car line for K3-K5 (plus younger siblings if applicable) for drop off. Please do not use any other entrance as those are intended to be used for exiting our campus after car line drop off. Please refer to map.
 - Car Line A traffic will ENTER AT IMPACT CENTER. All Car Line A traffic is asked to EXIT RIGHT from car line and not to go back across the pedestrian crossing area.
 - Car Line B traffic will ENTER AT IMPACT CENTER. Follow map for Car Line B traffic flow and exit the campus at the top exit at Rock Springs Road nearest the traffic light. You may also circle back to go behind Impact Center and exit.
 - Please do not enter at the "middle" entrance to our campus unless you need the available handicap parking.
 - DO NOT park in the handicap parking at all unless you are authorized to do so.

Pick up:

Pick up begins at 12:45. Pick up ends at 1:00pm. Late fees of \$1 per minute are assessed after 1:05pm. All two and under children are to be picked up at the classroom door. We will not have two-year-old and younger children in a car line for pick up. Pick up younger child first then get in car line to pick up older child. DO NOT pick up your K3-K5 student first. We need you to do this to make sure our dismissal procedures work as intended.

- EVERYONE will enter at the Impact Center/Rock Springs Road location. Park in the Impact Center lot and walk up to pick up your Infant/One/Two year old child from classroom door. Then proceed to car loop to pick up K3-K5 child if needed.
- Do not walk up to pick up your child who is a car loop rider.

Please pass on this information to all who may drop off and pick up – grandma, aunt, babysitter.