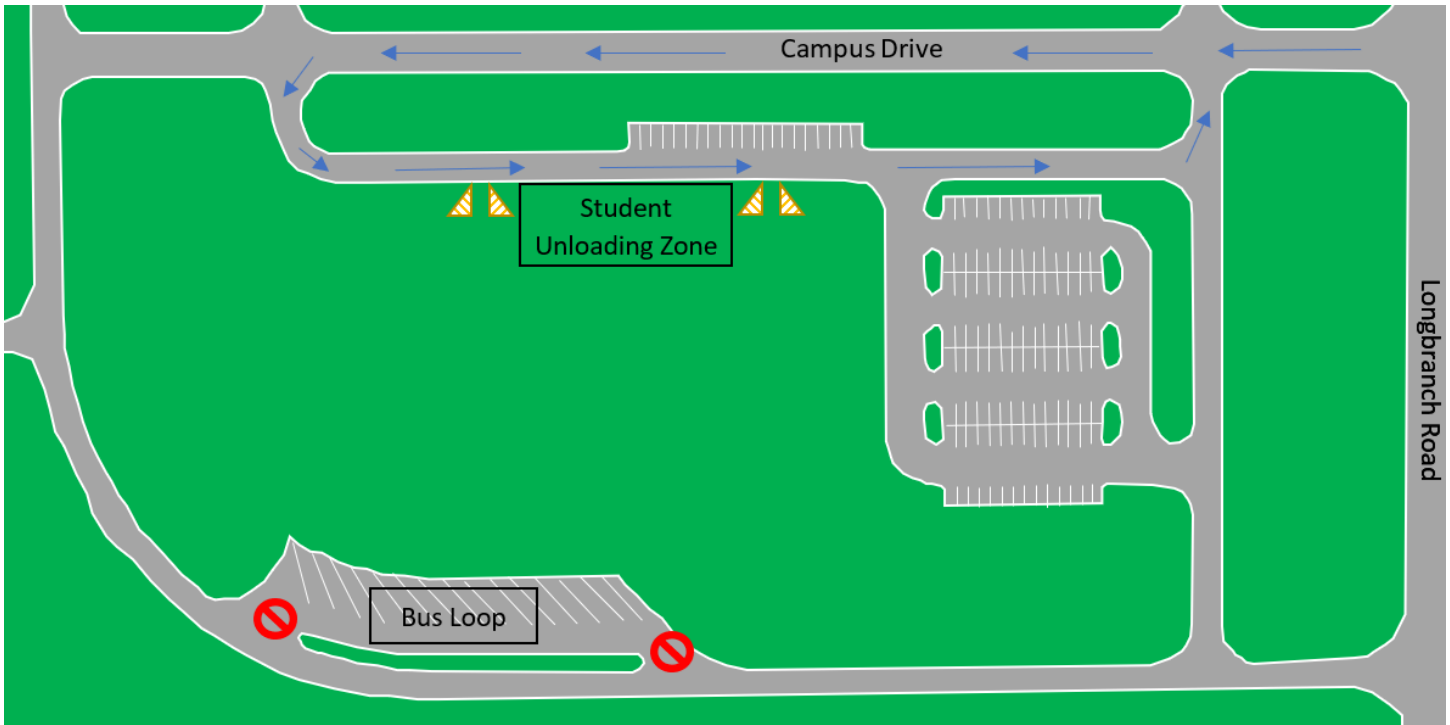



Parent Drop Off and Pick Up Procedures



Drop off Times		Pick Up Times	
Kindergarten AM – 5 th Grade	8:15 AM – 8:40 AM	Kindergarten AM	12:00 PM
Preschool AM	8:45 AM – 8:55 AM	Preschool AM	12:00 PM
Preschool PM	12:00 PM	Preschool PM	3:20 PM
Kindergarten PM	12:25 PM – 12:35 PM	Kindergarten PM – 5 th Grade	3:35 PM

Kindergarten – 5th Drop Off:

- Turn onto Campus Drive from Longbranch Road. Follow the **arrows** located on the map above.
- Please have your student(s) exit your vehicle between the two pairs of yellow triangles  “unloading zone”.
- Please exit via Campus Drive.

Preschool Drop Off:

- Please park in the main parking lot and walk your child to the front bank of doors (Do not enter the main office).

Preschool (AM and PM)/Kindergarten (AM) Pick Up:

- Please park in the main parking lot and walk to the front bank of doors (Do not enter the main office).
- Please make sure to have your State ID available.

Kindergarten (PM) – 5th Pick Up:

- If you have an assigned rearview mirror tag, please enter onto Campus drive from Longbranch Road. Follow the **arrows** located on the map above. A staff member will write down your number and your child will be notified of your arrival.
- Once your child is buckled, please exit via Campus Drive.
- If you do not have an assigned rearview mirror tag, please park in the main parking lot and walk to the front bank of doors. Please make sure to have your State ID.