

# Cobblestone Elementary School

## Drop Off and Pick Up Parking Lot Procedures

Dear Parents,

All students are to go home immediately after school each day. Please take a minute to read the following dismissal/parking lot procedures. We appreciate your participation in our efforts to help keep the school parking lot safe and running efficiently.

- Bus riders are to report to the bus loading area located at the back of the school. A yard duty supervisor will be on duty until all bus riders load the bus.
- Bike riders are to walk their bikes on the sidewalk until reaching the bike lane on Churchill Way.
- Classroom teachers will walk remaining students to the front of the school to wait for a parent or walk home.
- Pick up/drop off parking lot procedures:
  1. The lane closest to the front sidewalk (Lane 1) is for drop off and pick up only. Please pull your car as far forward as possible to allow other cars to enter the school drop- off/pick- up area.  
**Drivers must remain in their vehicles.**
  2. Lane 2 is a drive through lane for parents to use after dropping off or picking up a child in Lane 1.
  3. If you wish to leave your vehicle please park you car in a designated parking spot. All vehicles in the pull up/drive through lanes must be occupied by the driver.
  4. Please use the clearly marked crosswalk when walking through the parking lot.

10/31/2011

**Thank you in advance for showing patience, courtesy and support for our efforts to provide a safe and effective drop-off/pick up routine for all students and families.**

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**Please sign and return the signature portion of this flyer to your child's classroom teacher by August 30, 2011.**

**I've read and understand Cobblestone Elementary Parking Lot Procedures**

**Parent signature \_\_\_\_\_**

**Child/children's name \_\_\_\_\_**

**Child/children's teacher \_\_\_\_\_**

**Date \_\_\_\_\_**