



Drop-Off and Pick-Up Procedures

Please disregard the reference to the “new drop-off area located on the northern side of the building...” on page 3 of the Parent Handbook and page 16 of the student handbook. A decision was made in interest of student safety to continue using our Cedar Glenn location for drop-off and pick-up. Throughout the course of last two school years, the aides, administration, and police have been working to try to improve the arrival and dismissal procedures around the school to ensure the safety of all of our children. Through this collaboration and evaluation of our previous plans, we have established the following guidelines.

For All Parents who drive to McKinley:

- Parents are not permitted to park, drop off, or pick up students in the parking lot or driveway (bus loop) of McKinley Elementary School. This interferes with bus arrival and dismissal.
- Parents **dropping off** students and leaving should do so along **Cedar Glen Road**. Please pull up along the school-side curb on Cedar Glen Road and wait until you reach the drop off point where the staff personnel will be standing to assist your child/children exit from the car. Once your child has left the car, please pull up so the next car can drop off their passengers. Please refrain from letting your child/children out along Cedar Glen Road as this will create a delay and pose a dangerous situation as cars begin to pull around you putting other children in danger. Please do not park in the unloading area as this prevents other parents from dropping off their children and significantly disrupts the arrival process.
- Parents **picking up** students and leaving should do so along Cedar Glen Road. Please stop your car on the side of Cedar Glen which borders the school. Allow your child to board your vehicle and then move on so other traffic can proceed. Please do not park in the loading area as this prevents other parents from picking up their children and significantly disrupts the dismissal process. Children being picked up from school will exit the building from the rear exit closest to the playground (woodchip area). Kindergarten students will exit from the classroom (107) door closest to the rear of the building.
- If you need to walk your child to the building or pick up your child from the building, please park along Cedar Glen Road **beyond the no U-turn sign and beyond the unloading area**. Children being picked up from school will exit the building from the rear exit closest to the playground (woodchip area). Kindergarten students will exit from the classroom (107) door closest to the rear of the building.



- Please do not make a U-turn on Cedar Glen Road as this creates a significant safety issue and interferes with the pick-up and drop off procedures. Proceed down Cedar Glen Road and turn onto Dogwood Lane and then follow this road around back to Cedar Glen Road.
- Please do not unload/pick up children on the opposing side of Cedar Glen Road (on the opposite side from the building) because children will need to cross in front of traffic which creates a potential safety concern.
- Please do not park on the opposite side of Cedar Road and have children exit the vehicle and cross Cedar Road, this also creates a significant safety concern with children crossing two lanes of traffic.
- Please do not make a U-turn on Cedar Road in front of the building as this creates a significant safety issue. Proceed down Cedar Road and turn at a more appropriate location.

For All Parents who walk their children home from McKinley:

- When picking up children in the afternoon, meet them at the front door on the Cedar Glen side of the building by the kindergarten playground. Children should not be crossing the entrance driveway (bus loop) as this creates a safety concern with bus traffic.
- Please be patient with the arrival and dismissal procedures.

Thank You!



Be Safe!