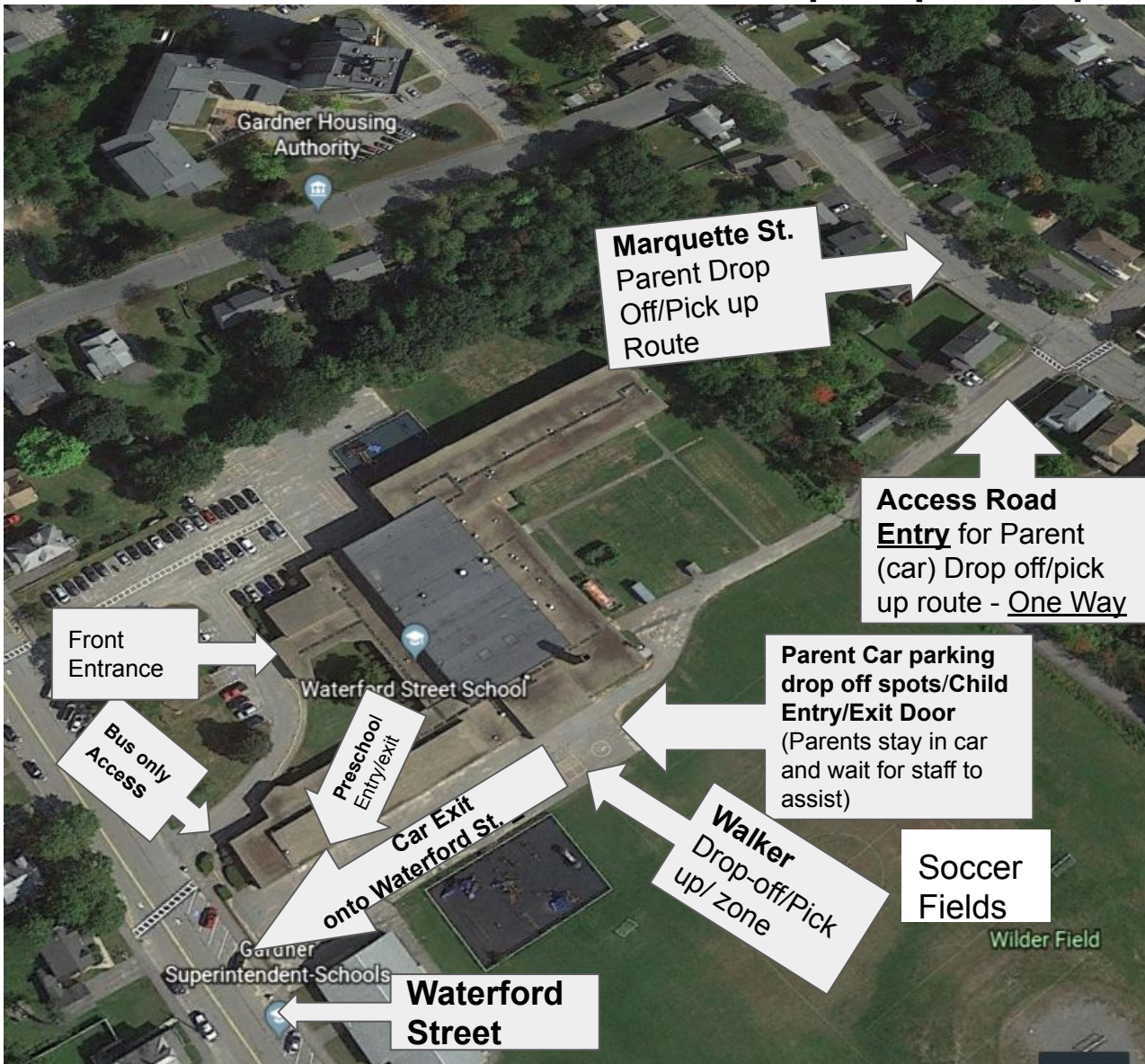


Waterford Street School Parent Pick-up/Drop-off Map & Procedures



- Parent/Caregiver drop-off is from 9:00-9:15 a.m. (students will be escorted by staff right into the building and to their class).
- **ALL KINDERGARTEN and GRADE 1** parents/caregivers will drop-off/pick-up their children on the **SIDE of the building** in-between the school and the soccer fields. This includes parents walking their children to school. The only exception is if you are **late** (after 9:15) or early (before 3:15 - must notify office before 1:00 if there is a change in the pick-up time or situation). During those exceptions, you will park on Waterford St. and enter the front of the building.
- **Parent drop-off/pick-up cars will enter the school property on the the access road off of Marquette St. (One Way). Parents will then wait in the car line with their child and follow staff directions. Parents will be directed to one of the 8 painted spots at which point staff will help your child out of the car and into the building.**
- Tips: Parents should stay in the car unless their child needs help -this is nice in the rain/winter! Children should wait for a staff member to let them out of the car. If the line extends onto Marquette St., **do not block driveways** while waiting. It is also recommended that you put your hazard lights on until you enter the access road so street traffic can progress. Parents should say their goodbyes before they reach one of the spots to enable a quick exit. It is recommended that you teach your child how to buckle and unbuckle their own seat belts as well to speed up the process.
- Parents walking their child to school can bring them to the “walker drop-off zone” where they’ll also be escorted into the building through the same side entrance. Some parents did park on Waterford St. and walk their child to the walker drop-off zone, which is also fine.
- All buses and staff will enter through the front horseshoe paved route.
- For pick-up, you will enter with your car on the same route. Please have your ID ready. Parents/caregivers will be given a placard to hang in your rearview mirror. Please put your child’s name on the placard with large black print. This will enable a quicker, more efficient pick up.
- **PRESCHOOL** - Preschool parents/caregivers should park on Waterford Street and walk their child to the Preschool entrances/exits(Across from the playground and superintendent’s office - every room has an entry/exit door and students will be let in by the classroom teachers).