

Belle Creek Charter School
Drop-Off & Pick-Up Procedure
August 2009

MORNING DROP-OFF: BCCS has received permission from the Fire Marshal to use the gated fire lane that encircles the school building as a parent drop-off & pick-up zone. This use requires parents to always stay in their vehicle and use a one-way circulation pattern so that students load on the **curb side** of the vehicle. The right lane is designated as a "Hug and Drop" lane. The left lane is a moving lane only. At other times this area is closed to motor vehicle traffic. As you can see from the map on the reverse side, there is a **ONE WAY** loop for drop-off & pick-up. Parents should **not** exit their vehicles in the loading lanes. If your child has been released & you need to help them load & need longer than (1) **one** minute or if you need to meet with your teacher, please use the parking lot. Please enter from Belle Creek Blvd. at the East Entrance and proceed either to the smaller east building entrance circle or the larger west playground circle. If for any reason, you need to leave your vehicle, please park in the southeast lot. **Do not leave your vehicle unattended** in the loading zone. (*Teachers are on duty beginning at 8:15 AM.*)

AM Bell Rings @ 8:20 AM 4 - 8th begin 8:25 AM

K - 3rd begin 8:30 AM

PARALLEL PARK: The inside lane is designed as a *stopping lane* only. Cars should **not** move except to pull in or out of their parallel open space. If all inner lane spaces are occupied, then circle around the outer lane. Pull into the inner lane when space becomes available. You do not have to wait in line; if you see an opening, you may pull up to fill that spot. The outside lane is a *moving lane* only; students should **not** be picked-up or dropped-off from this lane. Students must wait until the parent has found a spot, before attempting to get into their car. **All** students should enter / exit their vehicles from the **curb side only!**

AFTERNOON PICK-UP: Please enter the East Drive & **signal** to enter the *loading lane* and pick-up your children, then **signal** & proceed on to the *through lane* to exit the campus. Please drop-off and pick-up students as quickly as possible so that others can get into the parking lot. Pick-Up times are as follows:

PM Bell Rings @ 3:20 PM: K - 1st Grade Classes 3:30 PM: 2nd - 8th Grades

PLEASE REMEMBER that when you are parking at *any* school events we need to be good neighbors. Please be sure to follow street parking signage & not to park in front of *fire hydrants* or the resident *mailbox area*. No U-turns near or around the school, including in the adjacent neighborhood. Be sure that you do not park in private driveways & remember that residents only may park in front of their houses. If neighborhood residents could walk to & from school activities that will save parking & congestion.

CROSSING GUARDS: You will notice that we have several friendly traffic directors to help with traffic flow and help students cross the street. If you need assistance, please do not hesitate to ask them for help. No jaywalking. All students should use appropriate crosswalks at drives or streets. A crossing guard will be at Boston and 107th Ave. from 8:15 - 8:30 AM and 3:25-3:45 PM.

INCLEMENT WEATHER: If it is raining / snowing or the temperature is extremely cold, we will have an **INSIDE DAY**. Signs will be posted for your convenience. Students will be dropped off / picked up directly from the lobby.

DRIVE SLOWLY: The speed limit for all vehicles driving on campus is (5) **five** miles per hour. Be especially cautious when driving near loading children. Students should not have to watch for speeding cars or have to cross a driveway in order to get to their vehicle. The northwest parking lot is designated for Staff Only.

BE SAFE: If you park in the parking lot, students may not cross the drive unless they are personally escorted by a parent to their car. When driving in a *school zone* slow down and be vigilant of students. Always come to a complete stop at stop signs and give pedestrians the right-of-away. **No** skateboards or scooters may be used during school hours & bikes should be *walked* on & off campus. **No oversized** or vehicles carrying *trailers* can proceed through the drop-off / pick-up lanes. Please park on the street. We thank you in advance for your cooperation in implementing these safety procedures to protect all of our children.

HOT ZONE: Cars should **not** remain in the *Hot Zone* areas of Drop-Off / Pick-Up more than (5) **five** minutes. If you need longer to wait for your child, please exit the *Hot Zone* area, use the parking lot or park on the street.