



# ST. MICHAEL'S EPISCOPAL DAY SCHOOL

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*Fr. Jesse Vaughan*  
*Headmaster*

## IMPORTANT TRAFFIC GUIDELINES

- A. All parking is in the front parking lot. Access to the interior of the campus at all times is through one of the People Gates.
- B. **In order to ensure the safety of students at all times, absolutely NO drop-off or pick-up --(1) in the Parking Lot Area, (2) on Mission Avenue, or (2) Cottage Way—AT ANY TIME.**
- C. Preschool Families will park in the front parking area near the Preschool entrance and walk their child to the Preschool Room.

### DROP-OFF AND PICK-UP PROCESS

- A. Parents now have two options for entering the campus:  
**Cottage Way or Mission Avenue.**
- B. **By County Requirement, Left turn off Cottage Way is prohibited during Drop-off and Pick-up.**
- C. **IF YOU CAN USE WALNUT AVENUE TO GET TO THE SCHOOL, IT IS RECOMMENDED THAT YOU USE THE COTTAGE WAY ENTRANCE.**

### Morning Drop-Off from Cottage Way Entrance

**Always remember correct Traffic Rules: Cars already in the circle have the "Right-of-Way".**

- 1. Line-up and drop off at the designated area. Always pull to the front of the line.
- 2. **This is an active driveway.** To ensure everyone's safety, **STUDENTS MUST ALWAYS EXIT THE VEHICLE ON THE RIGHT (Passenger Side).**
- 3. If you park to walk into the campus, **PARENTS AND STUDENTS MUST ALWAYS USE THE DESIGNATED CROSSWALKS.**

### Morning Drop-Off from Mission Avenue Entrance

**Always remember correct Traffic Rules: Cars already in the circle have the "Right-of-Way".**

- 1. Line-up and drop off at the designated spaces near the new Entry Canopy.
- 2. **This is an active driveway.** To ensure everyone's safety, **STUDENTS MUST ALWAYS EXIT THE VEHICLE ON THE RIGHT (Passenger Side).**
- 3. If you park to walk into the campus, **PARENTS AND STUDENTS MUST ALWAYS USE THE DESIGNATED CROSSWALKS.**

(Over)

## DISMISSAL AND PICK- UP TIMES

Preschool and Pre-K (11:30AM)  
Kindergarten ( 1:30PM )

To facilitate traffic flow, dismissal times for Grades 1-8 are staggered

Grades 1 and 2 (3:00PM)  
Grades 3 & 4 (3:05PM)  
Grades 5 & 6 (3:10PM)  
Grades 7 & 8 (3:15PM)

Preschool, Pre-K and Kindergarteners are always dismissed to parents at the classroom.

### Pick-up from Cottage Way Entrance

Always remember correct Traffic Rules: Cars already in the circle have the "Right-of-Way".

1. Line-up at the designated spaces. Always pull to the front.
2. This is an active driveway. To ensure everyone's safety, **STUDENTS MUST ALWAYS ENTER THE VEHICLE ON THE RIGHT ( Passenger Side)**.

### Pick-up from Mission Avenue Entrance

Always remember correct Traffic Rules: Cars already in the circle have the "Right-of-Way".

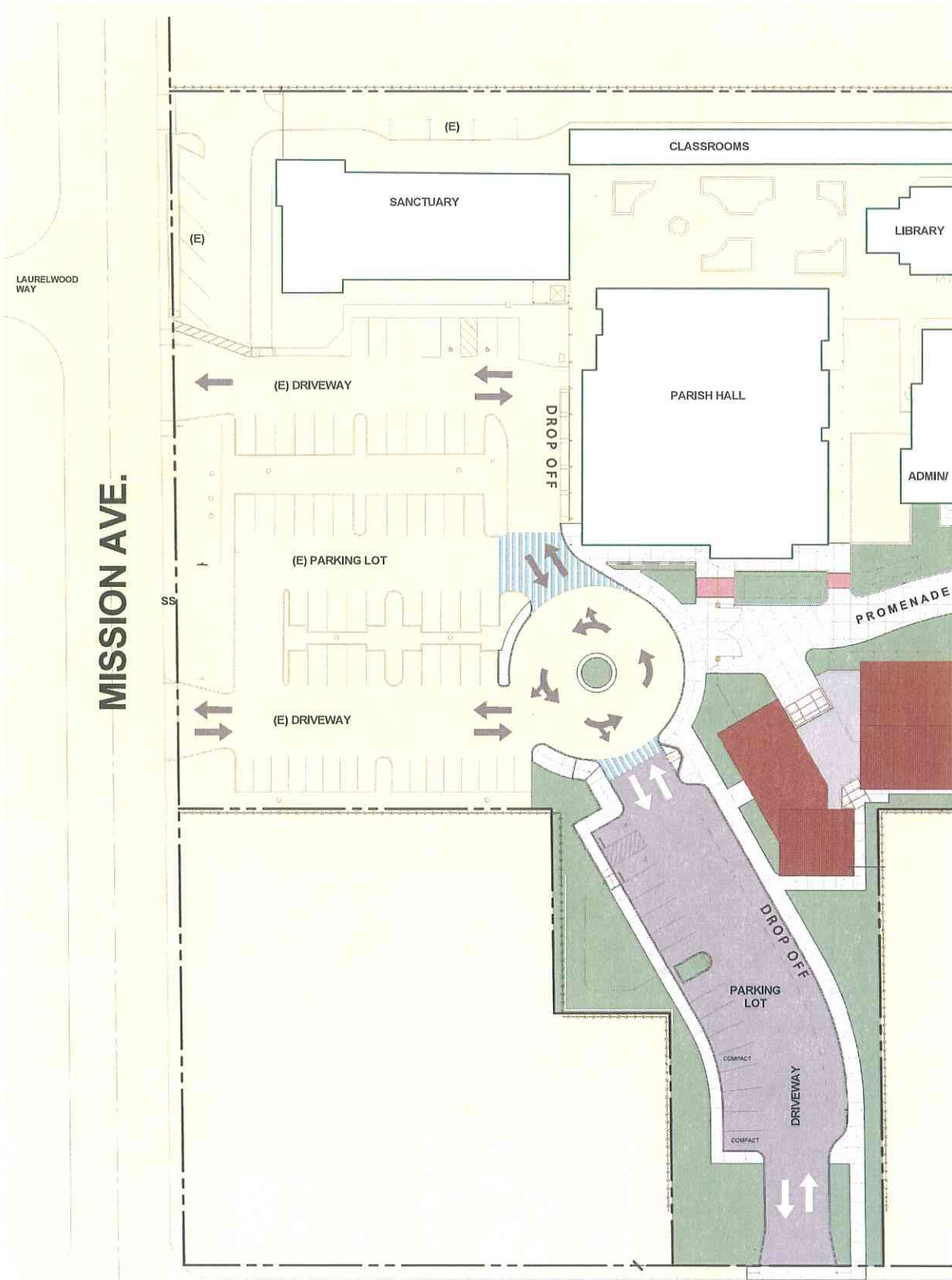
1. Line-up at the designated spaces. Always pull to the front.
2. This is an active driveway. To ensure everyone's safety, **STUDENTS MUST ALWAYS ENTER THE VEHICLE ON THE RIGHT (Passenger Side)**.

### More than One Child to Pick-up

If you have more than one child to pick-up, (1) arrive at the latest dismissal time, (2) park and pick-up the children from the classroom, or (3) pick up the younger child, move on and then get into the line-up for the older child.

## FACULTY/STAFF PARKING

In order to leave spaces available in the front parking area for school families, faculty and staff will park in the spaces around the gym or the spaces at the new entrance off Cottage.



MISSION AVE.

COTTAGE WAY



no left turn