

Dear South Elementary Families,

We understand that the parking lot and drop off lane becomes very congested, especially in the morning and after school. If we all follow these procedures and work together it will help to avoid some of the congestion, chaos, and safety concerns. Please keep in mind that student safety for all students is most important.

PLEASE:

- **Go slow at all times!**
- **Keep the line of traffic moving**, especially in the drop off zone between 8:20-8:50 a.m. and 3:20 - 3:55 p.m.
- **Park in the parking lot and walk your child in or out** if he/she needs assistance.
- **Pull all the way to the front** of the drop off lane -the red sign - to allow many cars to drop off at once. We can fit 15 to 17 cars at a time if the lead car leads to the red sign and all other cars follow.
- **Stay in line.** Avoid pulling out around a car in line in front of you. Students/Parents may be crossing from the parking lot and may try to walk in front of you. Please be cautious!
- **Park in designated spots only**, otherwise you block the district road and view for other drivers and/or clog up the flow of traffic. This includes no parking off on the district road or in the Drop Off Lane, along snow drifts, etc..

Please see the Schedule Information as well.

Thank you so much for your help with this!

Sincerely,
Wanda Groeneveld
Principal
South Elementary

Schedule Information:

8:20-8:50 a.m.

Parents dropping off can do one of the following:

1. Briefly drop off your child in the Drop Off Lane. Cars moving in a counter-clockwise motion without stopping will help everyone and keep the students safe.
2. Sit in a designated parking spot, wait until 8:20 a.m. then allow your child to exit your car and go to the playground or walk your child to the playground.

8:39 a.m.

The first bell rings and students line up in their designated areas to prepare to enter the building.

****If it is too cold, they may enter the building when they arrive to school.**

8:41 a.m. The second bell rings. All students should be in the building and entering their classrooms.

3:20-3:55 p.m.

Parents picking up can do one of the following:

3. **Pull all the way to the front** of the drop off lane -the red sign - to allow many cars to drop off at once. We can fit 15 to 17 cars at a time if the lead car leads to the red sign and all other cars follow.
4. **Stay in line.** Avoid pulling out around a car in line in front of you. Students/ Parents may be crossing from the parking lot and may try to walk in front of you. Please be cautious!
5. **Park in designated spots only**, otherwise you block the district road and view for other drivers and/or clog up the flow of traffic. This includes no parking off on the district road or in the Drop Off Lane, along snow drifts, etc..
6. **Sit in a designated parking spot**, wait until 3:41 a.m. then allow your child to cross at the cross walk and cross with the Student Safety Helper or walk to the building to pick up your child and walk back to your car.

Thank you so much for your help with this!