

Pinckneyville Middle School

Car Rider Procedures - 2017-18

Please follow the procedures below in order to allow us to expedite morning drop-off and afternoon pick-up as safely as possible.

Morning Drop-off:

- Enter through the main entrance of the school at the marque.
- Create a single lane of traffic in the lane closest to the school. Do not create a second lane of traffic as this creates a safety hazard for our students.
- Pull up as far as possible; the first car in line should pull even with the parking spaces on the right.
- After pulling up as far as possible, begin releasing your students at 8:45 AM.
- Once your students are released, turn right at the stop sign and follow the arrows to the light at the top of the parking lot.

Afternoon Pick-up: (see 2nd page for map)

- Parents needing to turn left to enter campus should do so at the traffic light.
- Parents turning right will access campus through our traditional main entrance at the marque.
- PARENTS ENTERING THROUGH THE MAIN ENTRANCE SHOULD NOT BLOCK CARS THAT ARE PARKED IN THE SPACES IN FRONT OF THE SCHOOL AND SHOULD WAIT UNTIL 3:50 TO PULL FORWARD TO THE STOP SIGN.
- As you enter campus from either the front of the school or the light, please fill both entrance lanes shown on the map on the next page.
- Display the provided hang tag from your mirror in order to allow us to dismiss your child from the cafeteria as you pull up to the loading zone adjacent to the gyms.
- If you pick up a group of students, they will be dismissed using the name of your child. Please help to communicate this information to the group of students that you normally pick up.
- For parents of student who are not ready for pick-up during car rider dismissal, you will be asked to follow the traffic flow and pull around to the center lane of the lower parking lot to wait for your child to arrive *(see page 2 for the location identified on the map)*.

Thank you in advance for cooperation with these procedures as we look forward to another highly successful school year.

