**Pick Up and Drop Off Reminders for Dogwood Families**

**Car Line**

* Parents must have a car line number to enter the car line.
* Car line begins forming at the back circle and continues down the long side driveway and west on Dogwood Road.
* You may only enter car line by driving east on Dogwood Road. Left turns from Dogwood Road into the driveway/car line are not allowed.
* U-turns are prohibited on Dogwood Road to ensure the safety of our students.
* While in car line, do not block the entrance to the circle drive, the Dogwood Road parking lot entrance or exit, or the fire station entrance.
* Please ensure your child is seated on the passenger side of the vehicle. **Do not allow your child to exit the vehicle from the driver’s side.**
* When exiting car line, you may only make a right-hand turn onto Dogwood.
* Please do not block the walk/bike lane at the intersection of Calkins and Dogwood Road.
* Please be aware of – and give right-of-way to - walkers and bikers crossing Calkins Road during arrival and dismissal times.
* Please drive slowly and cautiously as you are traveling the streets around Dogwood during drop off and pick up times. Please stop at all crosswalks to allow walkers and bikers to cross.
* **Cell phone use is strictly prohibited in the car line.**
* In the event that your child does not hear his/her number and is not ready at afternoon pick-up, you may be asked to briefly pull into a designated parking space while staff retrieve your child. **Do not get out of your car.**

**Front and Back Door Walkers**

* Parking is available for drop off and pick up on Dogwood Road facing west and east of the long side driveway.
* If you are walking your child in to their classroom, or if you are picking up your child at the front entrance after dismissal, please do not park along Dogwood Road heading east from Calkins Road to the school. This area is reserved for car line.
* The front parking lot is closed to traffic during pick-up and drop off times.
* U-turns are prohibited on Dogwood Road to ensure the safety of our students.
* For the safety of our students and families, no parking is allowed at the corner of Stratfield and Dogwood Road during drop off and pick up.
* It would be helpful if parents would not park near Dogwood Park for pick up and drop off as this is causing a neighborhood safety concern for emergency vehicle access.
* Please obey the signage indicating “No Parking” and “Do Not Block Drive.”
* Please be aware of the parking restrictions on the streets behind the school.
* Students who cross Dogwood Road must cross with the guard.
* Pets are prohibited on campus as they can be a serious safety issue.

**Preschool Car Line**

* The front circle is reserved for preschool drop off and daycare vans.
* Preschool parents – Please enter car line as noted in the Car Line section above by driving east along Dogwood Road and entering at the end of the line. Please do not pass the other cars in car line. When you reach the front circle, you may turn in. Please follow all other car line procedures noted above.