

Arrival and Dismissal (St. Barbara Campus)

Summary

- St. Therese regular school hours are from 7:30 am to 3:35 pm.
- St. Therese after school hours are from 3:35 pm to 6:00 pm
- **TRAFFIC PATTERN During Arrival and Dismissal Times (see instructions below).**
- Do not leave your vehicle double-parked on the street and unattended at any time.
- Parents must follow all laws regarding child safety seats.

For the safety of all our students, parents, staff, and neighbors, carefully review and follow all Drop Off and Pick Up procedures. Everyone's cooperation is needed.

Drivers MUST NOT use their phone when driving in the Parking Lot – NO EXCEPTIONS !

Driving in the parking lot while on the phone (even hands-free) can be very risky. Anything can happen. Keep in mind our children and staff are walking in the parking lot. Your full attention is needed while driving in the parking lot. Your cooperation is greatly appreciated!



Arrival - Drop Off Procedures

Pre-School and Junior Kindergarten

1. Students are dropped off at the Quinn Street Entrance (*see above map*)
2. Early Childhood teachers will be at the doors to meet their students.
3. Parents can walk students to the Early Childhood entrance to drop off in the vestibule.

Kindergarten Through 8th Grade

1. Enter the Throop Street parking lot through **NORTH Gate (ENTRANCE ONLY)** - see above map.
2. Drivers follow the "single file line of traffic flow" in the drop off line.
3. Student(s) exit your vehicle on the **left-side** (*so students avoid walking around or between any vehicles*)
4. **Drivers CANNOT exit the vehicle** while in the drop off line.
5. Students enter the school building at 7:30 am and immediately go to the basement.
6. Drive carefully to the **SOUTH Gate (EXIT ONLY)** to leave the parking lot onto Throop St.

Dismissal - Pick Up Procedures

Pre-School and Junior Kindergarten

Vehicles may park on Quinn Street for 5 minutes to pick up their student from the early childhood entrance. You must come in to pick up your child. Please be prompt in picking up and leaving with your child. Your cooperation makes it easier for other parents to park and pick up their child. Your cooperation is appreciated.

Kindergarten Through 8th Grade. Enter the Throop Street parking lot through **NORTH Gate (ENTRANCE ONLY)** - see above map. Be careful whenever you are driving in the parking lot (entering or exiting). Again, drivers **MUST NOT** use their phone when driving in the Parking Lot – **NO EXCEPTIONS!**

Park your vehicle in any of the empty available parking spaces. Walk to the student “Drop Off Zone”, located next to the school's main entrance, to pick up your student. Students **cannot** walk through the parking lot to their cars. When leaving, drive carefully to the **SOUTH Gate (EXIT ONLY)** to leave the parking lot onto Throop St.