

## Model Patriot Parent Parking, Drop Off, Pick Up Procedures

1. **Parking:** Short term parking is available in the spaces at the front of the building and in the lots adjacent to Model from 7:45 – 8:00 a.m. and from 2:45 until 3:15 p.m. If your visit to our school requires more than 15 minutes, a Model parking permit may be obtained from the receptionist in the front lobby.
2. **Morning Drop-Off:** Parents may stop for a few seconds in the right hand lane at the front of the building and at the back of the building near the kindergarten wing. **At no time may vehicles be parked on curbs marked by the red lines.** Parents of pre-k students only may park for a few minutes at the red circle beside the Model Annex. In order to accommodate parent work schedules, supervision is provided in Model's library media center beginning at 7:15 a.m. All students must report to this supervised area if they arrive before 7:45 a.m.
3. **Pre-K Dismissal:** All pre-k students will be dismissed at the red circle beside the Annex at 2:45 p.m.
4. **Afternoon Dismissal:** Because the parking lots adjacent to Model are typically full at this point in the day, the safety of our students will depend upon careful attention to these procedures. All elementary students will report to one of two locations at the end of the school day.
  - a. Kindergarten students will be escorted to the sidewalk near Model's back door at 2:50 p.m. to meet their parents or guardians. **At no time may vehicles be parked on curbs marked by red lines.** This will obstruct the flow of traffic and create an unsafe loading lane. Kindergarten students who must wait for elementary siblings will remain in their classroom until 3:00 p.m. Kindergarten students attending the After School Program will be escorted to the Model Annex.
  - b. Elementary students in grades 1-5 will be escorted to the sidewalk near Model's back door at 3:00 p.m. to meet their parents or guardians. Elementary students attending the After School Program will be escorted to the Model Annex. If students must wait for siblings in middle school or high school, they will be escorted to Model's library media center and must remain there until picked up by a brother or sister.
  - c. Middle school students will be dismissed at 3:10 and high school students will be dismissed at 3:05 p.m. and are expected to collect belongings from their lockers in a timely manner. By 3:30 p.m., all middle school and high school students should have picked up siblings from the library media center and exited the building. Only students participating in a supervised school activity may remain on site.

If for some reason you cannot pick up your child by the designated time, please phone Model's main office at 622-3766. Elementary students who have not been picked up by 3:15 p.m. will wait at the main office and parents will be contacted. Middle and high school students not picked up by 3:30 p.m. will wait in the library media center and parents will be contacted. **At no time may students wait outside unattended.** We thank you in advance for your cooperation in the safe daily arrival and departure of 680 special students. Go Patriots!!!!

**Parents will fill out "dismissal cards" with specific information for their children during the August orientation meetings.**