Pick-Up/Drop-Off Car Lane Procedure

As an increased safety measure of the students at McAuliffe Elementary, and an effort to reduce the traffic in the pick-up area, the outlined procedures should be followed:

- Each parent will be provided with a vehicle hanger. Please keep them in a safe place for daily use. Replacement vehicle hangers may be obtained in the main office.

- The student’s last name should be printed on the vehicle hanger in large letters with a permanent black marker on the bottom, above the last name should be the student’s first name and grade level. (Parents with more than one child should list all students’ first names above the last name with their grade levels.)

- The vehicle hanger, with the student’s name, should be placed on the rear view mirror of the vehicle when picking a student up after school.

- When entering the school property, there will be a sign that designates vehicles to the pick-up/drop-off lane or the parking lot. The pick-up/drop-off lane is not a parking area.

- As vehicles approach the student pick-up area, an assigned adult will alert the student by calling his/her name. The student will proceed to the designated boarding area to be dismissed. Please refrain from blowing your horn or getting out of the vehicle to get your child’s attention.

- Please pull up as far as you can prior to allowing your child to enter/exit the vehicle, following the directions from the staff on duty.

- Please do not block the crosswalks. Notice the lines on the pavement.

- Parents who are picking students up early must report to the main office to sign the student out. Parents must be parked in the parking lot or on Hathaway Drive. Please do not park or block the curb/fire lane or pick-up/drop-off lanes.

- Please be aware of the signs when exiting the school property. Vehicles exiting the pick-up/drop-off lane MUST make a right hand turn only. Vehicles leaving the parking lot, will make a left turn only.

- No vehicles should be left unattended. If you need to get out of your vehicle, please park in the available parking lot or on Hathaway Drive. (No parking along the curb/fire lane or in the pick-up/drop off lanes.)

- Pre-K will have designated parking spots available. Parents of Pre-K students will have a colored parking vehicle hanger to identify and ensure a parking spot.

- A map is provided to guide parents in the new procedure.

Please remember this new procedure is to ensure the safety of all students at McAuliffe Elementary School. Thank you.