

PANTHER PICK UP/DROP OFF PROCEDURES

1. DO NOT allow children to exit or enter the vehicle while still in the driveway.
2. Pull all the way forward to the loading/unloading zone as directed by our staff members.
3. Please remain in your vehicles. Staff will assist children if needed.
4. The car line is a NO PHONE ZONE! Help keep our kids safe!
5. Whenever possible, children should exit their cars on the **building/passenger side of the car, so as not to cross traffic**. If they must exit the car on the driver's side, they should cross in FRONT of their vehicle, not behind it.
6. If you must park and enter the building, please proceed all the way *through* the loading/unloading zone, proceed to the front of the building to park in a "visitor" space, and enter at Door 1.
7. Please be timely – it helps students feel confident and ready to start their day! ***If car riders arrive after 7:30 a.m. and/or supervising staff members have re-entered the building to start the day, Door 9 will be locked. Please continue around to Door 1 near the front office and walk students inside to sign in.*** Students will then proceed to their classrooms independently or with the help of a staff member.
8. In the afternoon, cars may enter the loading/unloading zone after 2:20 p.m.
9. For both student safety and efficiency, your *Panther Pick-up* card must be visible at dismissal. (Please display on the back of your passenger sun visor or hang from rearview mirror on child-size hanger.)
10. In the event of heavy rain or extreme cold, we call by car from the library through Door 9.
Thank you for your patience with the additional time on these days.