

## ARTHUR CHRISTIAN SCHOOL

### PICKUP/DROP OFF PROCEDURES

In order to keep things moving in an orderly fashion and to keep your children safe, please follow these procedures for picking up and dropping off your children at ACS. Our main concern is the safety of your children. Please partner with us in following these pickup and drop off expectations.

#### PICKUP/DROP OFF

- Maintain a speed of no greater than 5 MPH while entering/exiting and driving in the ACS parking lot.
- Upon entering the parking lot, take an immediate right (west) towards the sidewalk then left (south) into the Loading Zone Lane (lane parallel to the sidewalk directly in front of the ACS building) and drive parallel to the sidewalk.
- Keep pulling forward and fill in all gaps in Loading Zone Lane. This is important to keep the line moving efficiently.
- Drive forward as far as possible next to the sidewalk for drop off/pick up.
- Students load/unload from PASSENGER SIDE of vehicle only.
- Have all school materials ready upon exit.
- Driver MUST remain in the vehicle at all times. NO PARKING in the Loading Zone Lane.
- No trunk unloading.
- Once your child has been dropped off/picked up, exit parking lot by continuing south in the Loading Zone Lane towards the south end of the parking lot and turn left along the south perimeter. Take another left to head north towards the entrance/exit.

#### PARKING (Preschool Drop Off, Parent/Driver Entering School Building, Trunk Unloading, Etc.)

- Continue straight (south) into the parking lot, turn right (west) into aisle and park. Exit to the east.



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