

PARCELLS SAFE VISITOR PARKING AND STUDENT DROP OFF/PICK UP PROCEDURES

We have one visitor parking entrance and two student entrances to our building. With over 700 students and staff coming and going in our building every day, it is very important that everyone follows the safety protocol for students during drop off and pick up and while visiting our school.

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| | Students may enter the building |
| Monday | 8:50- All Students |
| Tuesday - Friday | 7:45 - Student Basketball 8:00 - All other students |

Drop Off and Pick Up

- Please remember, while students are being dropped off, our staff are parking and trying to enter the building. For the safety of all students and staff please do not create two lanes at drop off. Stay close to the curb and pull all the way forward. This not only keeps your child safe but also allows for our staff to enter the parking lot and safely park and enter the building.
- To drop off your student, follow the signs indicating where the appropriate dropoff area is. As you drive, stay along the curb. Do not pull into the alternate “lane” on your left. Students may enter the doors labeled “**Student Drop Off.**” (Sunningdale Lot - Gym Doors; Mack Ave - Door A).
- Students should be prepared to quickly exit your vehicle as soon as it comes to a full and complete stop. Please do your part in keeping the traffic flowing.
- Once the student has exited your vehicle pull away safely from the curb.
- **Parking spots and rows are reserved for teachers only** and are not for arrivals or departures before or after school. This is also true of the “left lane” that circles the lot. All student drop offs should occur within the designated areas along the curb, not within the parking spaces.
- Parents should not park/stop/wait between entrance and exit driveways or anywhere in the dropoff circle of either dropoff location.
- For safety reasons, all students should be dropped off along a sidewalk- please do not drop students off in the middle of the parking lot or on the golf course side of Sunningdale.

Visitor Parking

Visitor entrance and parking lot is located off of the library parking lot. From Vernier, turn onto Sunningdale then enter the first driveway. Park in the first parking lot (Door J) labeled "Office Entrance". **Students that are arriving after school begins must enter through this secure entrance.**