



## Parking Lot Safety Rules

These rules are in place to ensure the safety of all of our students and their parents. Please abide by these rules at all times and alert anyone dropping off or picking up your children of the protocol in the parking lot.

### Morning

1. Refer to the diagram on the next page.
2. If you are dropping off your child through the Drop-off Line, follow the YELLOW arrows. Do not pull out and around the cars in front of you.
3. If you are stopping your car to attend Mass or to walk your child into school, follow the WHITE arrows into the parking zone. When you return to your car, exit to the WEST and follow the WHITE arrows to leave the parking lot.
4. **From 7 to 7:55 a.m., all students, Pre-K through Grade 8**, will enter through the West-facing gym doors in the Drop Off Zone.
5. **From 7:55 to 8 a.m., K- 8 students** will enter through the main school entrance. **Preschool students** will enter through exterior classroom doors.
6. **Important:** As you exit, please be aware of the traffic in the lot. When you park your car to come into the building, always turn the engine off and take your keys with you. NEVER leave ANY child unattended in a parked car in our parking lot for any reason!

### Dismissal

1. Only cars are to park in the first row of parking.
2. Trucks, vans, SUVs, etc., are to park in the second and third rows.
3. All drivers are to wait until a teacher directs them to leave.
4. All are to maintain caution while in our lot; this includes observing a safe speed and watching for our children in front, behind, and to the sides of their vehicle. Please, no use of cell phones...it is illegal to use cell phones in a school zone.
5. **PreK3 full-day and Kindergarten** parents/guardians are to park and walk up to the door by the playground between the kitchen and the Parish Center to meet their children and escort them to their cars. **PreK4 full-day** parents/guardians are to park and walk up to the Holy Family electronic sign board in front of the school to meet their children and escort them to their cars.
6. If parents/guardians are late arriving on the lot and dismissal of the students has begun, those parents must park in the fourth row, even if there are available spaces closer to the school.
7. If you must come into the school building, please park to the rear of the lot. Do not park in the first three rows.
8. If your child is not in your car by the time the patrols dismiss your line, you still must follow the exiting row of cars in the flow of traffic and park in the last row to wait for the lot to clear and for your child to find your car in the fourth row.

## HOLY FAMILY CATHOLIC SCHOOL VEHICLE **MORNING** ENTRANCE PROCEDURE MAP

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