

# Drop-Off & Pickup Procedures

## Ennis Junior High School

### General Parking Lot Rules

- These instructions apply to ALL families and must be conveyed to anyone authorized to drop-off or pick-up your child(ren)
- There is a 5 mph speed limit in the parking lot. **It is a school zone.**
- If a driver needs to leave the driver's seat for any reason or any length of time, he/she must park their car using off street parking.
- Students can be dropped-off or picked-up in the car loop as well as on the eastbound side of Lions Way.
- Remember, drop-off, pick-up, and parking is not permitted along the westbound side of Lions Way.
- All cars must yield to pedestrian traffic (people walking).
- Have students exit/load their vehicle on the **Passenger** side of the vehicle.
- Please exit the drop-off/pick-up area as quickly and safely as possible - this is a continuously moving line. Continuing to move forward will help prevent traffic back-up along Ensign Rd.
- No drop-off or pick-up will be allowed in the back of the building.

### Morning Drop-Off Procedures

- Upon entering the drop-off circle form two lines, one on each side of the middle exit lane.
- Upon entering the drop-off circle drive as far forward as possible before stopping to drop off your child(ren).
- Children must exit all vehicles from the **passenger** side only.
- Parents must remain in their vehicle. The drop-off lane is an active unloading zone. If you need to assist your child for any reason by leaving your vehicle, **YOU MUST USE OFF STREET PARKING.**
- When your child is safely on the sidewalk, look first, then move into the exit lane. Use great caution and look before moving into the middle exit lane. Proceed until you exit the lot onto Ensign Rd.
- The middle (exit) lane is for one-way moving & exiting traffic only. **You may not drop-off from the middle exit lane.**
- Supervised drop-off time is thirty minutes prior to the beginning of the school day.

### Afternoon Pick-Up Procedures

- Children leaving school by car will be dismissed at the front of the building. Teachers will be on duty in this area.
- Dismissal is at 3:52 p.m. Cars may stand/park in the two pick-up lanes in front of the school and in the eastbound lane of Lions Way prior to this time. Please pull as far forward as possible.
- Once in line, **you must remain in you vehicle.** You may not park and leave your car in line. If you need to exit your vehicle for any reason, **YOU MUST USE OFF STREET PARKING.**
- Children must load into vehicles from the **passenger** side. **It is the driver's responsibility to make sure their child(ren) are buckled into their seat properly.**
- After your child(ren) is buckled, look first, then **carefully and slowly** move into the middle exit lane and proceed to Ensign Rd.
- Supervised pick-up time is thirty minutes after the end of the school day.
- Students will not be allowed to walk home if we are experiencing incimate weather at school dismissal time.