

Osbornville Drop-Off and Pick-Up Routine

2024-2025

Drop off begins at 9:00 AM

Pick up begins at 3:40 PM

Morning Drop Off: Please refer to AM Drop off diagram

- We have a designated unloading zone marked by cones and painted lines. Parents and Guardians will only unload in this area.
- Enter the lot forming 2 lines in the main parking lot of the building and pull up as far as you can go. The first four cars in the line will pull up to the painted line or cones Door #3 (the door the students enter).
- The first 2 cars in each lane will be unloaded at the same time. **Parents remain in the car**, students exit the vehicle on the passenger side.
- When all four cars are unloaded, you will be directed to leave the parking via the one way arrows out of the lot. No cars will leave the unloading area until all students have been safely brought into the building.
- **THE DOORS WILL CLOSE AT 9:10 , All Students should be DROPPED OFF AT THE FRONT DOOR WITH AN ADULT AFTER THAT TIME.**

Expectations for Morning Drop off:

- Student(s) should be prepared to unload as soon as you pull up to the unloading zone. Remember **parents are to remain in the car**. Only students exit the vehicle.
- A staff member will signal to you that it is your turn to unload .
- The long driveway is for buses and staff ONLY from 7:00 AM - 10:00 AM
- The drop off/pick up line is not a time to have lengthy conversations with staff. If you have a concern or question, please contact the main office.

- Do not block driveways on Drum Point Road or the bus driveway in the front of the building.
- Do not make U-Turns on Drum Point Road.

Please be patient with us during the first few weeks of school as we acclimate to our school routine

Afternoon Pick-up: begins at 3:40 (see diagram for PM pick up)

- Contact the **Main Office** with any changes to your pick up routine no later than **2:40** to ensure all students are in the correct location at dismissal.
- All parent pick ups must have a note/email on file in the main office prior to 2:40 PM
- Enter the long driveway to the right of the building at **3:40 AT STAFF MEMBER'S DIRECTION.**
- Please create a sign with your child's name for your dashboard, and make it visible.
- A Staff member at the end of the driveway will announce your arrival via radio.
- Pull around to the back of the building. Stop, DO NOT exit the car.
- Have your ID out and available EACH DAY AT PICK UP.
- Staff will be on hand to assist in bringing your child to your car.
- Exit around the building into the staff lot. Continue to adhere to the one way arrows out of the lot.

Thank you all for your continued cooperation as we ensure the safe arrival and dismissal of all of our Osbornville students !