

Merion School Drop-Off Loop Procedures


2008-2009

As with any new procedure, change takes time. Please be patient, have a sense of humor and remember that the safety of the children is everyone's responsibility.

**Morning Arrival-** Kindly review these procedures and follow the direction of staff members when you are transporting your child to school by car:

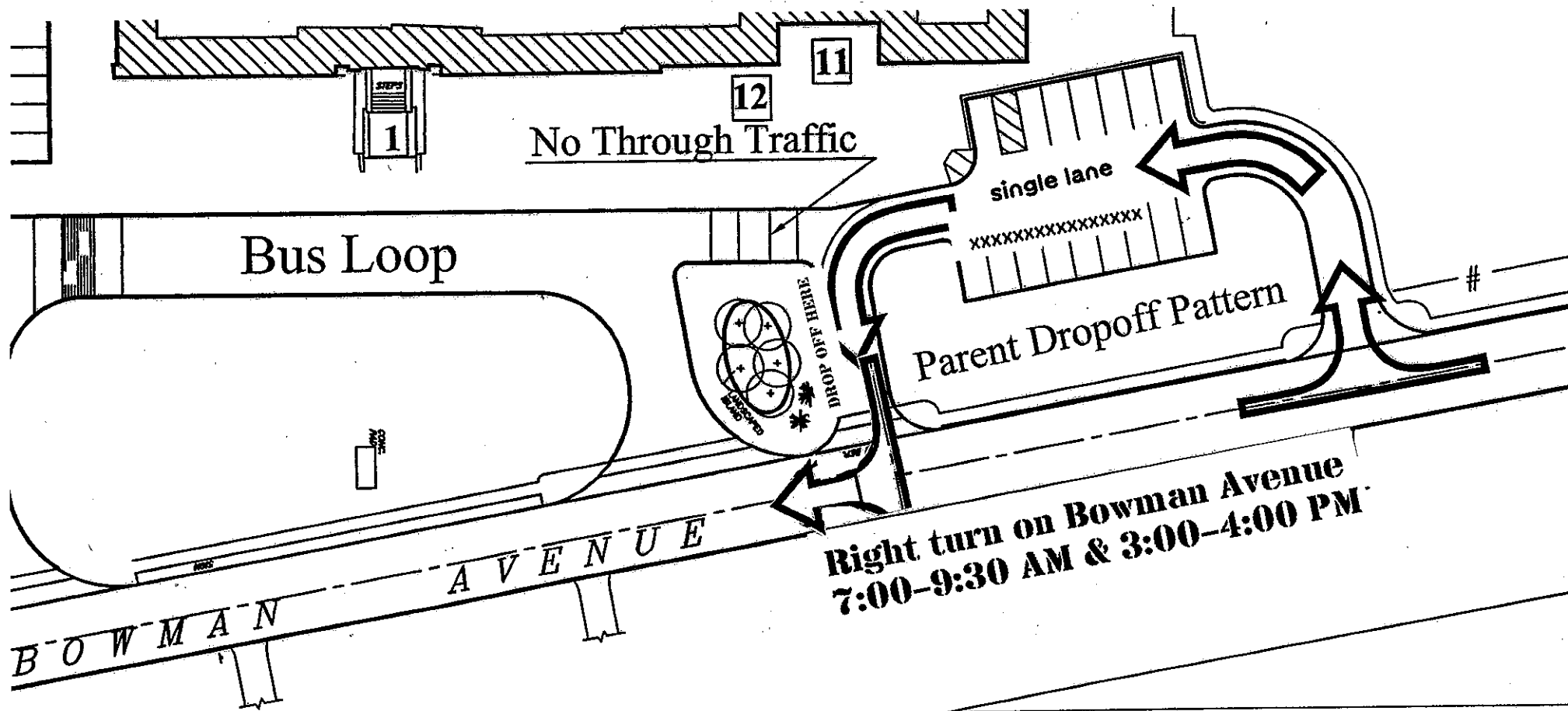
- Children are to arrive between 8:45 and 9:00 AM.
- Enter the drop off loop from Bowman Avenue.
- Pull all the way up to the island marked **Drop-Off/Pick Up Here** ( See map).
- Instruct your child to exit the car from the passenger side of the car **onto the sidewalk**.
- Drop off will use **one lane only** and will be delineated by cones or "Little Green Caution Figures". Children are not to exit vehicles until the car reaches the front of the line.
- Once unloaded, children will safely cross onto the sidewalk between the area marked with black poles and sawhorses, then proceed to their morning line up location. Cars will not be permitted to park in this area.
- When exiting the loop, **ALL VEHICLES MUST TURN RIGHT**. There will be no left turn onto Bowman Avenue between the hours of **7:00 and 9:30 AM** and **3:00 and 4:00 PM**. The area will be marked with a sawhorse to remind you that you cannot turn left on Bowman Avenue during the designated times.

**Dismissal Time-** Please remember that children are not dismissed until 3:35. Please do not arrive before 3:25 and do not leave your car unattended.

- Enter the loop from Bowman Avenue.
  - Pull up to the designated pick up area ( see map)
  - Staff will assemble and supervise the children who are being picked up by vehicle in the pick-up area.
  - Pick-up will be **one lane only**. Once again, the lane will be delineated by cones or "Little Green Caution Figures".
  - Drivers are asked to remain in their vehicles.
  - A staff member will escort children to their family/guardian vehicle when it arrives at the front of the line. Initially, this may take some time, but as soon as everyone becomes familiar with the routine, we anticipate that the lines will move efficiently.
  - Exit the loop with a **right turn only onto Bowman Avenue**. This will greatly alleviate traffic back up in the circle and will allow more cars to enter the circle at one time.
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**\*\*Cars should pull all the way to the island area marked with a sign**