

## Grassfield Elementary Transportation Plan for Families Providing Transportation

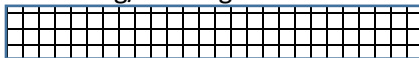
As we prepare to return our Option 1 children to campus, I want to review our morning drop off and afternoon pick up procedures for families – otherwise known as Parent Parade.

### Morning Drop-off

Morning Drop-off is from 7:15 a.m. until 7:35 a.m. through the loop in the front of the school. Please see the picture below for traffic flow. Due to our expected significant increase in families who transport their child, we are requesting that families with last names that begin between A and L try to drop their children off between 7:15 a.m. and 7:25 a.m. Families with last names that begin between M-Z are requested to drop off their children between 7:25 a.m. and 7:35 a.m.



Unloading/Loading Zones=



Upon entering the parking lot in front of the marquee, parents will turn right and form a line that winds around the parking lot. Please be aware of the one-way flow of traffic. We have provided arrows for your assistance. The first car will wait at the end of the sidewalk closest to the end of the loop. After

direction from school staff to unload, students will proceed to the entrance doors. Students should unload on the sidewalk along the school or loop as soon as possible. Adults should not wait to unload until they can get into the loop unless there are medical reasons that necessitate this. Children must be ready to exit the car as quickly as possible. At the direction of school staff, cars will proceed through the parking lot and exit across Averill Dr. and proceed to Artisan Dr. Unfortunately, left turns are not permitted onto Averill Dr. Please know that school staff will be visible as they guide and direct this process. It is imperative that everyone waits their turn and does not pass other cars.

### **Afternoon Pick-Up**

The traffic pattern is the same for the afternoon pick up with dismissal of Parent Parade children which begins immediately after bus riders have cleared the hallways and are on the buses – hopefully by 2:10. We are asking families with last names beginning from A – L to please try to pick up your children between 2:10 and 2:20 and families with last names beginning with letters M – Z to come between 2:20 – 2:30. As part of our Health Mitigation Plan, we are dismissing children from their classroom to avoid clusters of children which will likely lead to a lengthy process. . At the direction of school staff, cars will proceed through the parking lot and exit across Averill Dr. and proceed to Artisan Dr. Unfortunately, left turns are not permitted onto Averill Dr. Please know that school staff will be visible as they guide and direct this process. It is imperative that everyone waits their turn and does not pass other cars for safety purposes.

We need your help with implementing the additional safety support guidelines listed below:

- Please do not arrive at the school to unload until 7:15 am or load until 2:00 pm. Students will NOT be dismissed prior to our official dismissal time of 2:04 pm.
- Please pull into the “Pullover Zone” located in the Visitor Parking spots if your student requires your assistance to unload. Once unloaded, please escort your student to the designated entrance.
- Drivers must remain in their vehicles while parked unless you are located in the pull over zone for assisted unloading.
- Please wait your turn and for all children to either be unloaded or loaded. It is imperative that cars do not pass other vehicles in line.
- Please do not block any designated crosswalks or fire hydrants.
- Please do not let students out of your car unless in the designated zone. It is not safe for them to run across the parking lot.

If you should have additional safety related comments or concerns, please feel free to contact me.

Sincerely,

Kim Pinello, Ed.D.  
Principal