

Dear Tri-C Parents/Guardians:

Here are some reminders about our student drop-off and pick-up procedures. Please see map below.

STUDENT DROP-OFF AND PICK-UP

Children must be dropped-off and picked-up in a safe manner.

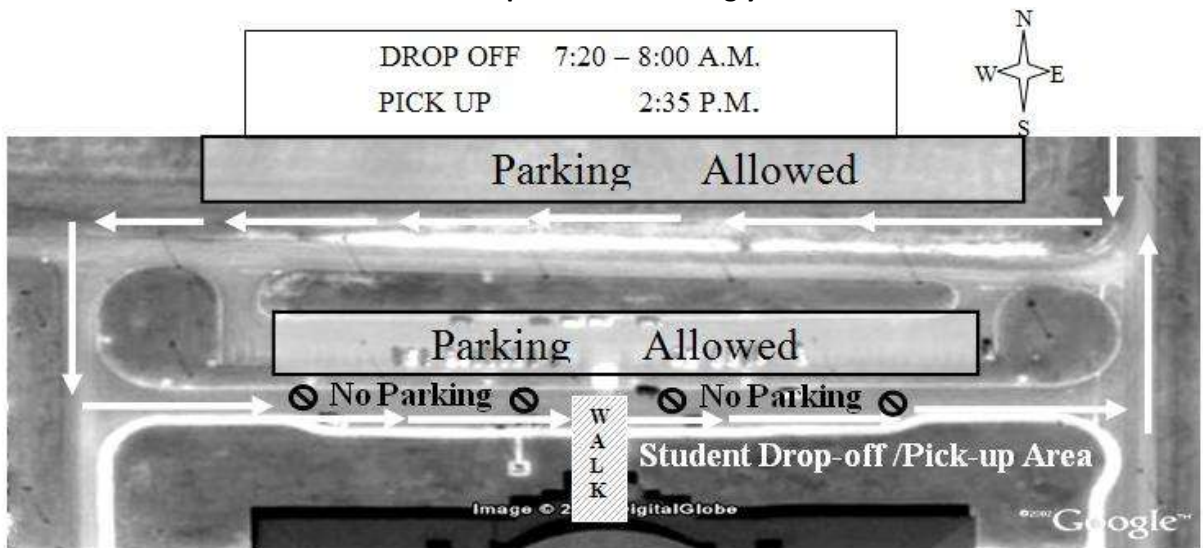
Before school drop-off and after school pick-up will operate under the same procedures. Enter the school property and proceed south from West Grand Avenue on Lion Drive. Follow student drop-off signs to the front of the school.

- **To drop-off and pick-up students, please pull your vehicle up past the crosswalk area as far as you can in the drop-off lane to allow room for more than one vehicle at a time to drop-off or pick-up students.**
- Please have your child sit and exit from the passenger side of the car so that he or she does not have to cross traffic. If your child is not ready to exit vehicle upon pulling up to the school, please park your vehicle in the parking lot and walk your child to the building. This will allow the drop-off line to continuously flow.
- Do not pass other vehicles in the rotation, as that will create a dangerous situation for students.
- Do not park or leave cars unattended in the pick-up/drop-off lanes.
- If you are parking and entering the building, park your vehicle in the parking lot and cross only at a crosswalk.
- Do not allow children to exit vehicles in the parking lot and cross a crosswalk without an adult. Children must be escorted by an adult across all crosswalks.
- If parking in the visitor parking lot, please enter the lot using the northwest entrance and exit the lot using the northeast exit. Please do not enter the exit.

OTHER IMPORTANT INFORMATION

- If parents need to change after school arrangements, they should notify the office by **12:00 p.m.** the day of the change. In the case of an emergency, after school arrangement changes will be accepted after 12:00 p.m.
- The cafeteria is open for breakfast from 7:30 to 8:00 a.m. If students plan to eat breakfast at school, their arrival time should allow time to finish eating prior to 8:00 a.m.
- **If you are not a resident of the Twin Lakes subdivision, we ask that you do not drive into the subdivision to drop-off or pick-up students.**

***The 7:20 a.m. drop-off time is strongly enforced.**



Tri-C Elementary School

It is our hope that by following these procedures during morning drop-off and after school pick-up, all students will arrive and depart school in a safe and timely manner. Thank you for your help and cooperation in this matter.