

Taylor School Parking Lot Procedures
2018-19

We need *everyone* to follow these procedures, as they are extremely important for student safety and traffic flow:

- Circle Drive is the name that has been given to the student loading zone in front of the school. **We highly encourage you to use Circle Drive to drop off and pick up your children instead of using Woosley Drive.**
- **Wait until your child's dismissal time to enter Circle Drive.** Children will be in front of the school, looking for their cars. Their cars cannot get in if Circle Drive is already filled with cars waiting for a later dismissal. If you get here early, please park in a visitor parking spot, or on the street, and walk to the front of the school to meet your child.
- **Drivers must remain in their vehicles at all times when using Circle Drive.** If you need to get out of your car in order for your child and their belongings to get in or out, we ask that you park in a parking spot instead of using Circle Drive.
- **Please drop off/pick up your children CURBSIDE only.** We cannot have children coming and going from the other outside lane. That lane should be used only to pull out and exit the parking lot after your child has entered or exited your car curbside, so that the drop off lane can continue moving.
- **When you pull in curbside, drive forward as far as possible, leaving no gaps.** When space in front of you becomes vacant, continuously move up, even if you see your child. They will walk up to where you stop to meet you. Stopping when you see your child severely disrupts traffic flow.
- **Pedestrians, please use the crosswalk.** Do not cross Circle Drive in any other place. Enter the crosswalk only after traffic has stopped. **We will ask you to wait as we signal cars to move forward until there are no gaps.** This has already helped with traffic flow and has improved student safety. If we allow pedestrians to continuously cross as they arrive, traffic flow is affected significantly on Sautner Drive and on adjacent streets.

THANK YOU for adhering to these guidelines! Please know that they are in place to keep your children safe and to get you where you need to be in a timely fashion.

If you are interested in helping in the parking lot 10 minutes before or after school, please let Principal Lauryce Haney know. We would *greatly* appreciate any help you can give! Even having just one extra helper makes a significant difference.

January 27, 2018