

DROP OFF AND PICK UP PROCEDURES

Ensuring the safety of its students is a grave responsibility that every school must accept and endeavor to provide. Sacred Heart School takes this responsibility very seriously. Arrival and dismissal times are situations that require the cooperation of the entire community – students, parents, and all drivers. Upon the advisement of the Traffic Division of the Sedalia Police Department the following procedures are to be observed for **Drop Off and Pick Up** of students.

For the safety of the children and to insure a cooperative spirit during a stressful time in our school day we ask that:

- Students are to be dropped off and picked up only by **westbound** vehicles.
- Students are to exit the right hand side of the car on the north side of Third Street.
- Students may be dropped off on the north side of Third Street or in the circle drive.
- Only right hand turns should be made when exiting the circle drive.
- The north & south sides of Third Street are designated NO PARKING zones during school hours.
- Students should **NOT** to be picked up in the rectory parking lot or in the alley by the Parish Center.
- **PLEASE DO NOT** turn left into the circle drive.
- **PLEASE DO NOT** access the circle drive from Vermont Street crossing Third Street
- **PLEASE DO NOT** park in front of the school to pick up your child
- **PLEASE, PLEASE, PLEASE DO NOT turn your car off and wait for your child. Your are to pull up and pull away – this is a loading and unloading zone.**

Students should not wait for their parents in front of church or along Moniteau Street. They cannot be seen and supervised in those areas, and their safety cannot be insured. Teachers on duty cannot see that they are being picked up by the designated person. This is to insure the safety of your child. Your child is to wait for you on the north side of Third Street in front of the school building.

OR

If you have older students (typically 4th grade and up) we encourage you to pick them up on the Hoying gym parking lot north of the school. It is easy for them to meet you there, you can avoid the Third St. traffic and you may park and come in for a few minutes from that location if you need to.

AFTER SCHOOL SUPERVISION

Please remember that unless your child is enrolled in a program, such as After School Care or under the direct supervision of a coach or teacher, he/she is to be **out of the building by 3:10.** Teachers are not on duty to supervise students waiting for practice, for a game to begin, to catch the bus for a game or for an older sibling to finish an activity. **Students cannot be in the building unless supervised by an adult.** We want your child to be safe.