

Kiss N' Go Lane Drop off/Pick up Area & Procedures

This is designed for your child's safety

DROP OFF:

If your child rides to school in a car, please pull into our main entrance parking lot and then pull all the way up to the sign that states Pick-Up Drop off Only. We ask that parents remain in their cars and that students exit the vehicle from the passenger side for the safety of our students and the flow of the process. School staff members will be there to assist if needed. Additionally for the safety of our students, the bus loop and staff/visitor parking lot are not available for student drop off or pick up. If you have business in the school, please feel free to park in the staff/visitor parking lot. When leaving the parking lot during this time, we ask that you turn right only to alleviate bus traffic toward the staff/visitor parking lot. You may however, turn straight onto Main St. into downtown Morrice.

Drop off time is from 7:30-7:50 a.m. Our main entrance doors will be unlocked during these times. If you arrive earlier, your student will be required to wait in the main entrance foyer area until doors unlock at 7:30 a.m. Between 7:30 a.m. and 7:50 a.m. students have two options. They may either walk to the cafeteria to eat breakfast, or enter our gymnasium where they will be supervised by a staff member.

Please consult the map at bottom of this page for clarification.

PICK UP:

If you or your designee will be picking up your child after school, please follow the same process above. Pull into our main entrance parking lot and pull all the way up to the Senior Center (see x on map below). **Morrice Police will fine cars that are parked on Mason St.** Please **place your identification car sign in the front passenger window (see back of this sheet for more info)**. We ask that parents remain in their cars and that students enter the vehicle from the passenger side for the safety for our students and the flow of the process. School staff members will be there to assist if needed. Additionally, for the safety of our students, the bus loop and staff/visitor parking lot are not available for student drop off or pick up. If you have business in the school, please feel free to park in the staff/visitor parking lot. When leaving the parking lot during this time, we ask that you turn right only to alleviate bus traffic toward the staff/visitor parking lot. You may however, turn straight onto Main St. into downtown Morrice.

Pick up time is from 2:45-3:05 p.m. If you arrive later, please park in the staff/visitor parking lot and come to the main office to pick up your child(ren).

Please consult the map at bottom of this page for clarification.

Identification car sign information on back side



Identification Car Signs for Kindergarten-6th Grade:

If you plan to typically or occasionally pick your child up after school or have a designee do so, please fill out the attached form and send it to school immediately so we can provide you with an identification car sign(s) to assist with this process.

Once you return the attached form, we will provide you with the number of identification car signs you need. You, or your designee, will place this identification car sign in the front PASSENGER window when you arrive to pick up your child. Preschool students can not be dropped off or be picked up; parents must enter the building to do both.

PICK UP PROCESS:

Pull into our main entrance parking lot and pull all the way up to our main entrance doors. Please **place your identification car sign in the front passenger window.** We ask that parents remain in their cars and that students enter the vehicle from the passenger side for the safety for our students and the flow of the process. School staff members will be there to assist if needed. Additionally, for the safety of our students, the bus loop and staff/visitor parking lot are not available for student drop off or pick up. If you have business in the school, please feel free to park in the staff/visitor parking lot.

Pick up time is from 2:45-3:05 p.m. If you arrive later, please park in the staff/visitor parking lot and come to the main office to pick up your child(ren).

Please keep in mind it takes a few minutes for the students to arrive before we can send them to you. It is a pleasure serving you and we appreciate your patience as endeavor to provide a safe pick up environment for the students. Thank you.

Morrice Elementary

----- *Cut here and send in with your child in an envelope to your child's teacher* -----



Parent/Guardian Name(s): _____

Number of car signs needed

<i>Children's Names</i>	<i>Grade</i>	<i>Teacher's Name</i>
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		