








Morning Drop Off Traffic Flow



-  REAC Parking / Drop Off
-  Student Drivers
-  All Other Drop Off

Afternoon Pick Up Traffic Flow



-  REAC Parking / Pick Up
-  Student Drivers
-  4th-5th Grade Pick Up
-  All Other Pick Up



MORNING DROP-OFF PROCEDURES, 2023-24

LOWER SCHOOL STUDENTS:

- If you have an elementary student in carline, you will proceed straight to the main drop off area (shown in yellow on the map above). You may arrive as early as 7:20 AM to avoid traffic. All K4-5th grade students should arrive on campus by 7:40 AM.
- Elementary students are considered tardy if not in their classroom by 7:50 AM. If a child arrives after 7:50 AM, parents must escort their K4-2nd grade students in to Student Services to sign-in. Students in grades 3-5 may sign-in at Student Services without a parent, but parents need to watch their children enter the building.
- You may park and walk your child across the crosswalk to the gate and say goodbye or to visit with other parents.

UPPER SCHOOL STUDENTS:

- If you are dropping off middle school or high school students in the main drop off area, please enter campus from the Main Entrance across from Webster Street and follow the route highlighted in yellow on the map above.
- If you are dropping off middle school or high school students at the Roger Evans Athletic Center, please enter campus from Unitah Avenue and follow the route highlighted in purple on the map above.
- Student drivers should enter campus from Unitah Avenue and proceed to student parking (route highlighted in pink).
- Upper School students should arrive no later than 8:00 AM so students will be on time to their first period class. All students not in their first period class at 8:05 AM will be marked tardy and need to check-in at the Attendance/Student Services Office.
- Upper School students who drive must have a car registered with the school and park in their designated parking spot.
- If you have a student learning to drive and he/she drives to school, please follow the Upper School drop-off line and then park to switch drivers.

GENERAL DROP-OFF INSTRUCTIONS:

- All students (grades K4-12) may be dropped off any time after 7:20 AM.
- Do not drop students off along Forest Park Street.
- When dropping off, please pull forward as much as possible.
- Please make sure that all items are gathered and students are ready to exit the car immediately when you come to a stop.
- Unless absolutely necessary, please do not put items in the trunk.

PLEASE DO NOT BE ON YOUR CELL PHONE WHEN IN THE CAR LINE OR WHILE DRIVING THROUGH THE PARKING LOT.

PLEASE OBSERVE ALL TRAFFIC LAWS POSTED AROUND THE LCS CAMPUS AND SURROUNDING COMMUNITIES.

Left turns are not permitted when turning onto Harden Boulevard from Forest Park Street during the morning drop off times and afternoon pickup times. Also, there can be NO PARKING ALONG FOREST PARK STREET.



AFTERNOON PICK-UP PROCEDURES, 2023-24

LOWER SCHOOL STUDENTS:

- All parents must download the School Dismissal Manager app and set it up prior to the first day of school.
- You must use the School Dismissal Manager app to check your child out early and to pick your child up at the end of the day. Please log in and sign your child out when you are 1/2 mile away from campus.
- Parents of K4-3rd grade students should enter campus at the entrance along Forest Park Street entrance (across from Webster Street) and follow the yellow route on the map above. Parents of 4th and 5th grade students should enter campus the same way and follow the orange route on the map above.
- All elementary families should have a carline cling displayed in the lower corner of the windshield on the passenger side. This cling goes on the inside of the windshield.
- Please display only the colored decal that represents your youngest or only K4-5th grade child.
- Every person who is approved to pick up your child must have a decal displayed on their vehicle.
- Please also use the School Dismissal Manager app to notify us if your child will be checking out early for an appointment or if your child will be absent. Please enter Student Services by 1:30 to check your child out early as needed or meet them at carline between 2:25-3:00.
- Students are ONLY allowed to load on the passenger side of the car. Please DO NOT block traffic. If your child is not ready, please continue to loop around through the pick up line.
- If you have a secondary sibling who drives and is the source of transportation for the elementary student, the K4-5th grade student (s) may attend supervision for free as long as the older sibling picks up the child from supervision by 3:20. Please notify Mrs. O'Byrne at lobyrne@lcsonline.org.
- -Elementary carline after school ends at 3:00 each day. If your student is not picked up by 3:00, they will be sent to supervision and charged based on usage.
- Attendance is very important, so please try to schedule all appointments for after school.

UPPER SCHOOL STUDENTS:

- If you arrive before 3:05 PM, you will be asked to park or to continue to loop through the pick-up line until the middle school and high school students are dismissed.
- Parents with Upper School students and Lower School students must arrive early to pick up elementary siblings and then park to wait for secondary student.
- Students are ONLY allowed to load on the passenger side of the car. Please DO NOT block traffic. If your child is not ready, please continue to loop around through the pick-up line.
- Student drivers and those picking up from the REAC should enter and exit from the Unitah Street entrance.
- Students are not permitted to leave campus early between the hours of 2:15-3:15 PM without Principal permission.

PLEASE DO NOT BE ON YOUR CELL PHONE WHEN IN THE CAR LINE OR WHILE DRIVING THROUGH THE PARKING LOT.

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