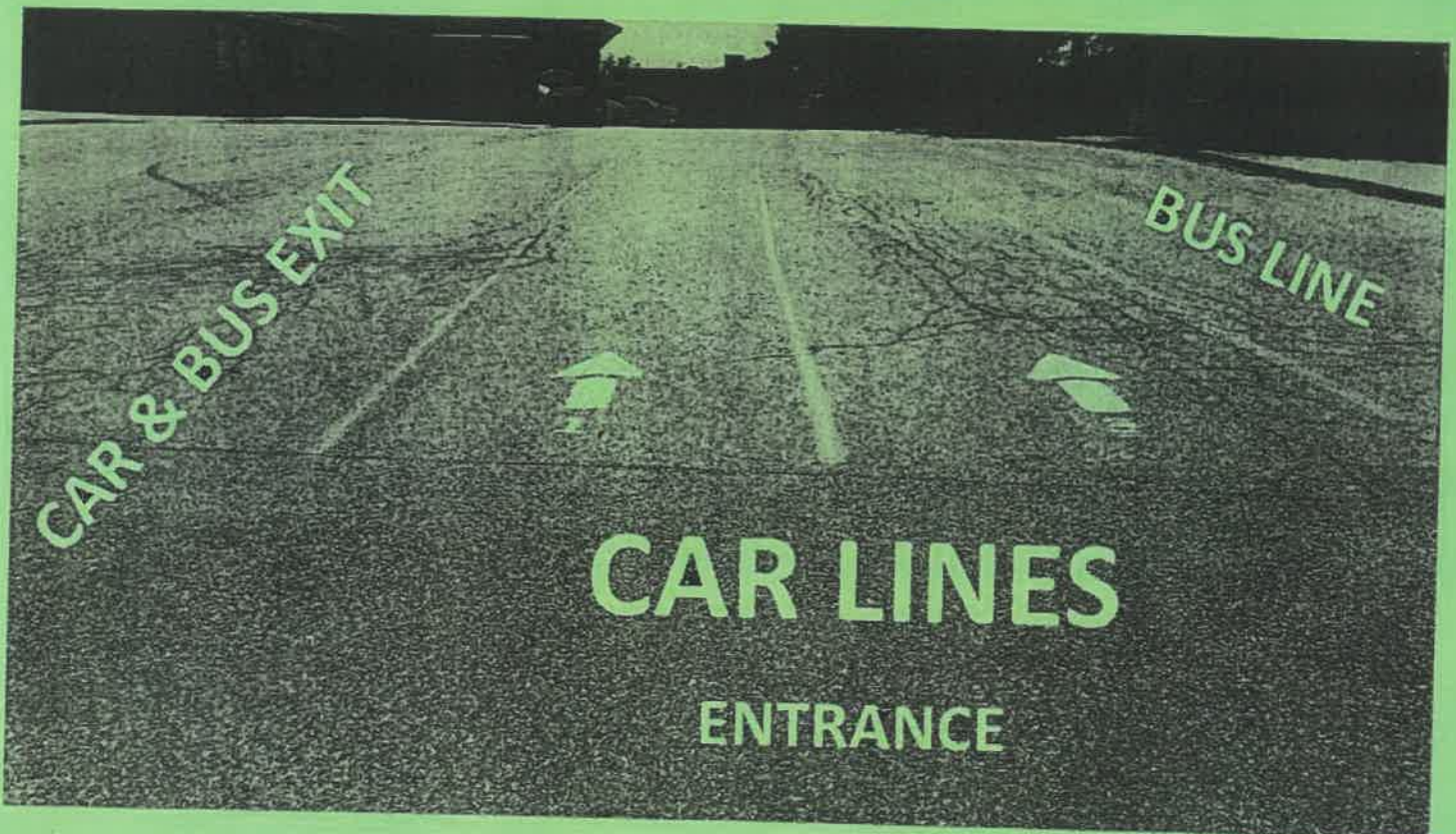


# ARRIVAL

For arrival, please enter in the bus line, and exit through the car & bus line. Please do not drive through or park in the middle (car lines). The traffic flow for arrival should be circular in nature.

See diagram below.

# DISMISSAL



Dear Garrett Parents and Guardians,

Due to our heavy bus and car volume, we must strictly adhere to the following arrival and dismissal procedures.

- Students are not allowed to be on campus before ~~8:00~~<sup>8:30</sup>. If you need to leave your child before ~~8:00~~<sup>8:30</sup>, please make arrangements with our YMCA before care.
- Please pull all the way around the parking lot to allow for smooth and safe traffic flow. If possible, your children should only be let out on the sidewalk side of the parking lot.
- Please do not cut in front of other vehicles or let your children out in the middle of the circle area.
- All students will be dismissed at 3:50 PM.
- Please do not come to the office to pick up children after 3:30 unless there is an after school appointment for the child. You will need to park in a parking spot or the street if you need to come into the building at this time. No cars will be permitted to park in the circle area after 3:00.
- If you are picking up students for a daycare, please wait in your van/bus and the students will be walked to you by a Garrett staff member. Please do not leave your vehicle unattended.
- The Hazelwood Police Department is assisting with this process. Please do not park in the No Parking zones as the Hazelwood Police Department may ticket.
- Please follow the directions of the adults in the street and parking lot as they are doing what they can to keep our arrival and dismissal as safe and smooth as possible.

On the back of this paper, you will find a diagram of where to pick up your children.

We appreciate your cooperation. Dismissal is a busy time and we want to ensure the safety of all of our children.

\*Please keep in mind that the first week of school always takes a bit longer but know that it always gets better by week two.

Sincerely,



Dr. Erik Melton  
Principal