

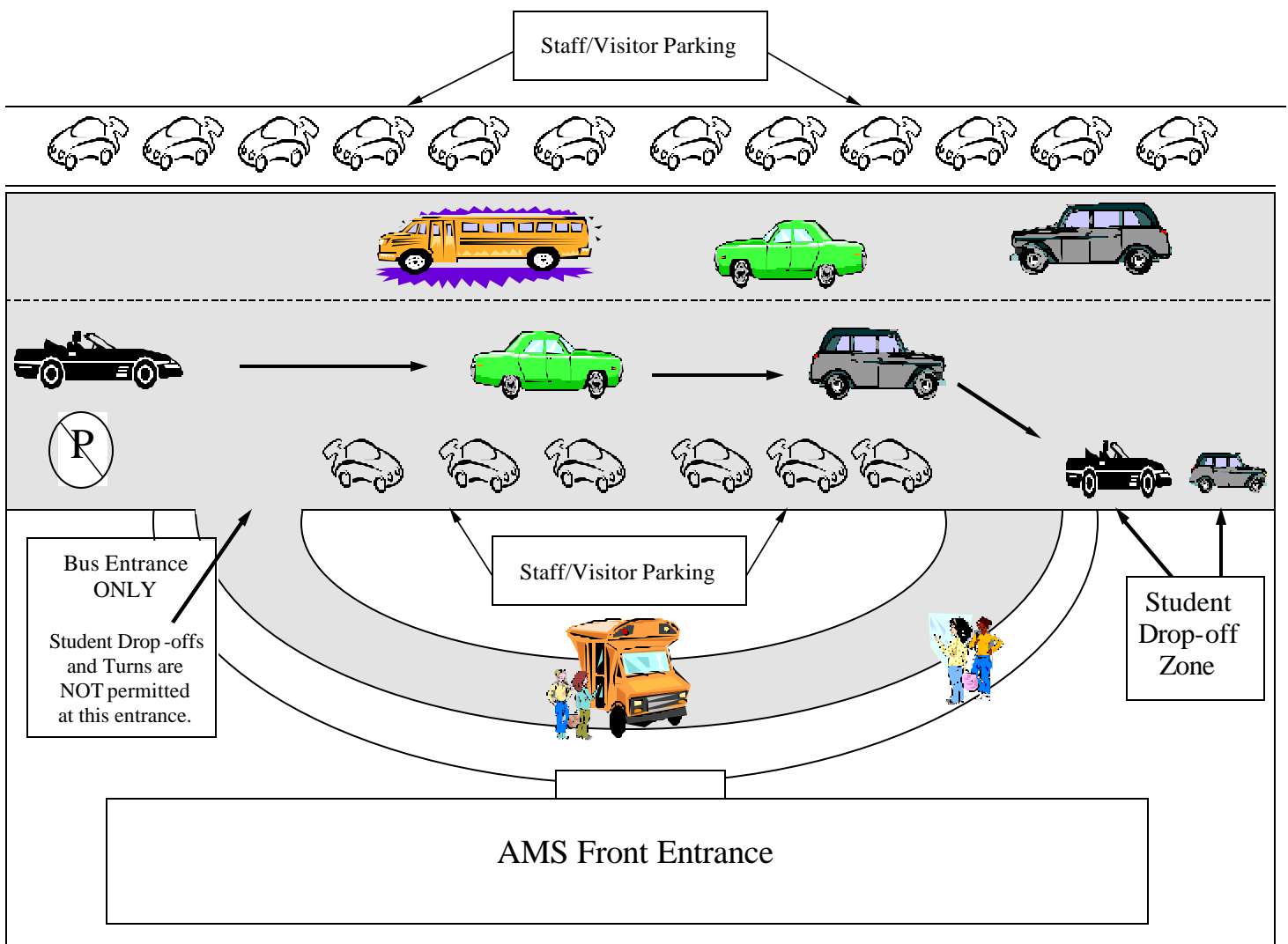
AMS Initiates New Morning Drop-off Procedures

In an effort to increase the safety of your children/our students, we have initiated new procedures for those students who arrive at school by car. Please take the time to read through this information so that we can all work together to make dropping off students at Arbutus Middle as safe as possible.

Shelbourne Road Drop-off

Please follow these simple guidelines to ensure the safety of children:

- Parents/Guardians should **ONLY** drop off students in the designated **Drop-off Zone**.
- Be *prepared* to drop off your child. Take care of signatures, lunch money, etc. *before* you arrive at the Drop-off Zone. **Do not wait** to move to the front of the line. As soon as you are safely stopped in the Drop-off Zone, have your child exit your car.
- Avoid blocking the bus entrance or otherwise impeding the flow of traffic. Do not use this entrance to drop-off students or make a turn.
- Avoid discharging students from the street lanes; it inhibits traffic flow and is dangerous for students.
- Park in designated staff/visitor parking areas if you need to enter the building with your child.
- Students should walk up to the main entrance of the school on the sidewalk.



Sulphur Spring Road Drop-off

Please follow these simple guidelines to ensure the safety of children:

- Parents/Guardians should **ONLY** drop off students in the designated **Drop-off Zone**.
- Be *prepared* to drop off your child. Take care of signatures, lunch money, etc. *before* you arrive at the Drop-off Zone. **Do not wait** to move to the front of the line. As soon as you are safely stopped in the Drop-off Zone, have your child exit your car.
- Avoid blocking the bus entrance or otherwise impeding the flow of traffic. Stay in the left lane of the entrance driveway so that buses can move through the bus lane.
- Avoid discharging students while you are in the entrance driveway; it inhibits traffic flow and is dangerous for students.
- Park in designated parking spaces if you need to enter the building with your child.
- Students should walk safely to the designated waiting area

