

# James Mastricola Upper Elementary School

## 2022-2023 Traffic Patterns

### STUDENT DROP-OFF/PICK UP

#### Student Drop-Off:

Morning **drop off begins at 8:25 a.m.** Parents/guardians are asked not to arrive before this time. There are **no staff members on duty prior to 8:25 a.m.**

Cars dropping off students will turn on to McElwain St. and drive to the second row of the church parking lot (along the fence). They will then pull all the way down to School St. (At the beginning of the cross walk).

The first six cars to arrive are asked to turn left onto School St. and line up along the school building (parallel with the dumpsters) and wait for the duty staff to arrive and begin dismissal. These cars will be the first to unload when school staff arrive on duty.

The remaining cars will wait in line beginning at the top of the crosswalk. Under the direction of school staff, cars will unload about four car lengths back. We strongly suggest that all students unload from the passenger's side of the vehicle. Students will then be directed to proceed across the crosswalk and enter the school building. **To exit the drop-off area, cars will take a left at the cross walk onto School St. and proceed to Bishop St. where they will take a left driving up towards McElwain St.**

#### Student Pick-Up:

Students being picked up, walking or riding bikes must have a parent note on file in the main office. Please send all notes to [muesoffice@sau26.org](mailto:muesoffice@sau26.org). Additionally, any changes for a student's afternoon dismissal needs to be sent to [muesoffice@sau26.org](mailto:muesoffice@sau26.org) **prior to 2:30 p.m.**

School ends at 2:55 p.m., students will not be dismissed at the office after 2:45 p.m. so that we can begin dismissal procedures. Any child with written permission to be dismissed as a walker will exit through the Main Entrance doors and will be guided across the crosswalk by staff members. All students being dismissed as a walker will line up in their PLT hallway to be checked off by school staff. Students will be escorted out to the meeting area (coned-off area along the fence side of the church parking lot). Fifth grade walkers will be dismissed with the first wave of buses, and sixth grade walkers will be dismissed with the second wave of buses. **Parents/guardians are asked to park in the church lot and walk to the coned area to meet their child.** We appreciate your support with this process as **our goal is to ensure the safety of all.**