

WILLIAM BROOKS ELEMENTARY
PARKING & TRAFFIC PROCEDURES
2019-2020

In an effort to maintain a safe school parking lot, here is a review of the expectations for drop-off and pick up procedures. It is important that **ALL** families adhere to these rules. Please show respect and patience to the teachers and staff in the parking lot areas as we are doing our job to keep all of our kids safe and traffic flowing.

Morning Drop Off

The speed limit is 5 MPH on campus.

Students can be dropped off after 8:45 (Unless you are in band, AM K, or getting breakfast at 8:30 a.m.). The school does not provide supervision before 8:45 a.m., and it is not safe for students to be on campus unsupervised.

Never leave a parked car in the drop off/pick up lane.

Only drop students off along the designated curbs. Students are not allowed to be dropped off in the parking lot to walk themselves. If you park, you must walk your child in using the crosswalks.

Drive forward all the way along the curb to the next stopped car before you let your child out. Please have all students exit the right side of the car so they don't have to step into traffic to exit.

Once the busses leave, pull all the way forward to the front of the office to drop your child off.

When coming into the parking lot, stay to the right side. It is **one lane in and one lane out**. Do not create a third middle lane coming into the parking lot. You need to enter via the pickup lane. If cars are backed up, you need to wait or park along the street and walk in. (See map below).



After School Pick-Up

If you don't find a designated parking spot, you need to either park on the street and walk in or get line with the other cars along the pick-up lane. This is one lane in and can quickly back up. Once it does back up to Park Dr., you cannot pull into the lot. If you are waiting on Park Dr., please pull over to the right shoulder to allow the busses to enter the parking lot.

Once you're in the parking lot, please pull all the way forward to pick up your student(s). The pick-up lane is only along the curb near the portables and the garden and extends up the hill towards Park Dr. Once the busses leave, we want you to pull forward to the office before you have your child enter your vehicle. Please keep the line moving forward and fill in all available spaces.



Parking Spots

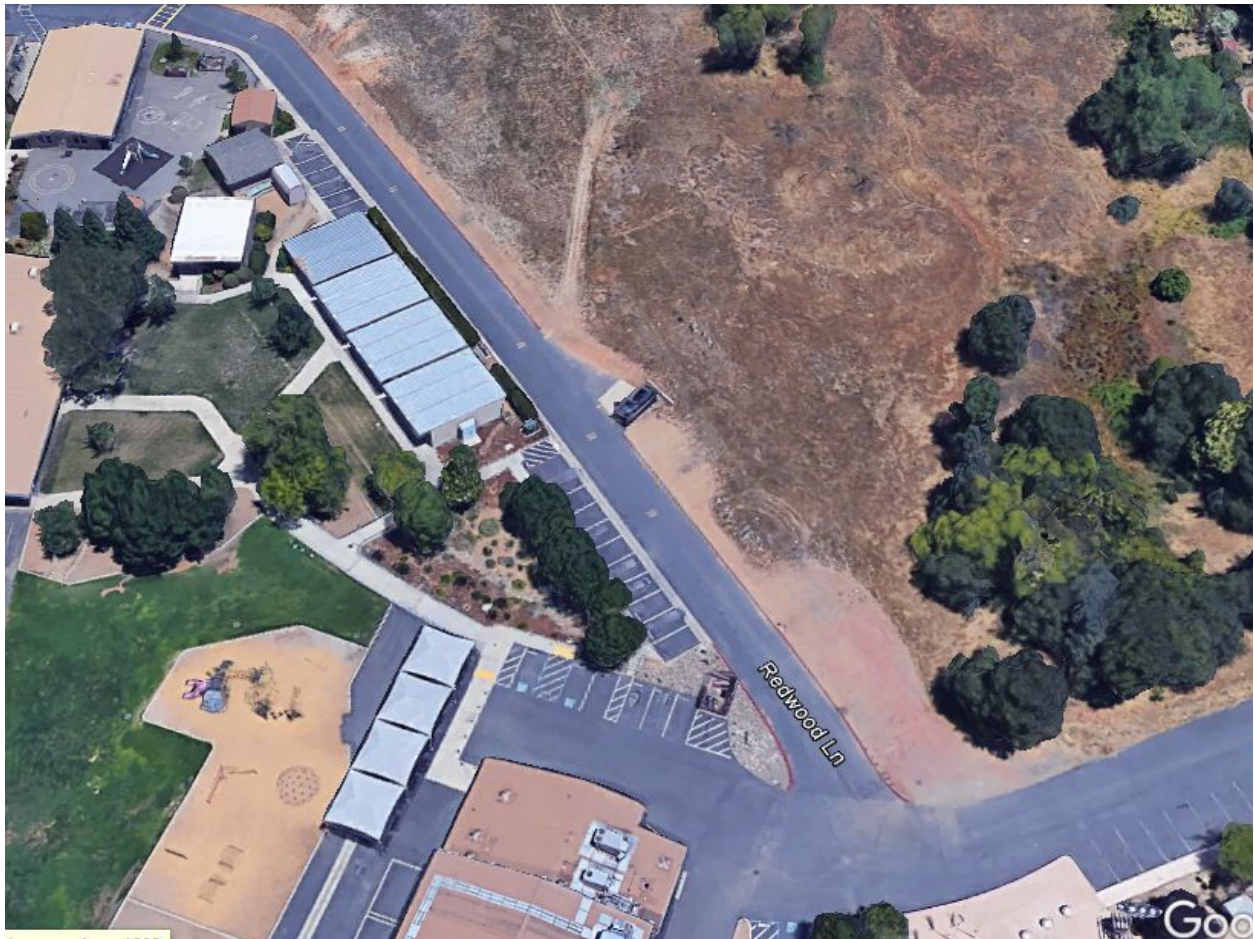
Only park in designated parking spots.

Do not park along the red curbs.

Do not double park any cars. This has been happening behind the portables and is not permitted.

Do not park in front of the dumpsters. They will not pick up our recycling or trash if a car is parked there.

Do not park in front or along the side of the gym unless you are accessing the handicapped spots.



Final Thoughts

Remember, we are all responsible for following these rules to keep our kids safe.

You can park up by Bertelsen Park and walk in. You can also park on Platt Circle and walk in by the Extended Day portable.