



ARRIVING TO SCHOOL:

- Preschool/Childcare parents: When you need to park and bring your child into the classroom, park on the **WEST SIDE** of the parking lot located south of the school.
- All other students (Kindergarten through Sixth) are to be dropped off on the **NORTH SIDE** of the school along Columbus Drive, using the sidewalk to get to the playground area (the North Door will be locked, except for foul weather). **DO NOT** use the parking lot south of the school to drop your child off unless you need to come into the school.
- If your child rides the shuttle bus in the morning, please drop them off on the **NORTH SIDE** of the school along Columbus Drive. They can then walk to the playground area. **DO NOT** pull up beside the bus to drop them off.
- The **EAST SIDE**, Crestview Drive, is for buses only.

DISMISSING FROM SCHOOL:

ONLY USE THE NORTH SIDE ALONG COLUMBUS DRIVE

- When picking up your child, you need to use 4th Street and turn east onto Columbus Drive. Pull in front of the school and remain in your vehicle. Move forward as the vehicle ahead of you moves, much like a drive-thru window.
- If you need to leave your vehicle, you should park on the **WEST SIDE** of the parking lot located south of the school. If you park and leave your vehicle on the north side along Columbus Drive, you only impede others trying to pick up their children.
- **DO NOT** travel west along Columbus Drive and park in front of St. Henry's. It is not safe for your child to cross the street when others are pulling up and leaving using the correct pick up procedures.