

KING OF KINGS PRESCHOOL AND KINDERGARTEN DROP-OFF AND PICK-UP INSTRUCTIONS

Parents are asked to walk their children in to the school for drop-off and pick-up their students in the car rider line. It is with the utmost regard to safety for our children, and consideration for your time, as well as our teachers and students, that we require everyone to meet the following requirements to participate in the car rider line.

- King of Kings will provide a tag to attach to your child's backpack. You will also be given matching car signs for 2 vehicles; please hang from your rear-view mirror or place on the driver's side of the dash.
- To reduce congestion at pick-up time, we are asking all families to enter from Corporate Way into the south lot, loop around to the pick-up zone, and exit onto Socialville-Foster Road. (See map on Page 2)
- Please drive slowly through the south lot towards the storage shed and playground. Proceed toward the school along the fence and pull up closely to the sidewalk on the driver's side of the car. Continue to pull up to the front cone or behind the car in front of you to allow as many vehicles to pick-up as possible.
- For safety reasons, parents should place students in the back seat behind the driver so that they are able to enter the vehicle safely at the sidewalk. **STUDENTS WILL NOT BE PERMITTED TO WALK IN BETWEEN CARS.**
- Parents of children who need assistance getting buckled at pick-up: When the entire car line moves, please carefully pull into a parking space in the designated area to assist your child. (See map on page 2)
- Parents should **NEVER** pull out of the car line before the person in front of them. This is gravely important for the safety of our children. When the front car pulls away, the whole line will move forward.
- Pick-up times: 11:20-11:35AM, 12:20-12:35PM, 2:50-3:10PM.
- It is very important that we keep the line moving safely.
- It is very important that you pull all the way up to the front orange cone if you are the first car.
- The use of cell phones or other distracting devices is not permitted in the car rider line.
- Parents must remain in the vehicle at all times unless they are parked in the "assistance area". Parents should not walk to the door to pick up their child.
- If you want to talk with a teacher, please arrange a separate time via email.
- Short greetings are best.
- If you arrive late, please ring the doorbell to alert the staff to greet you.

Please read and follow these guidelines carefully. Our first and primary goal must be the safety of the children. Thank you!

Enter from Corporate Way; exit onto Socialville-Foster Road

