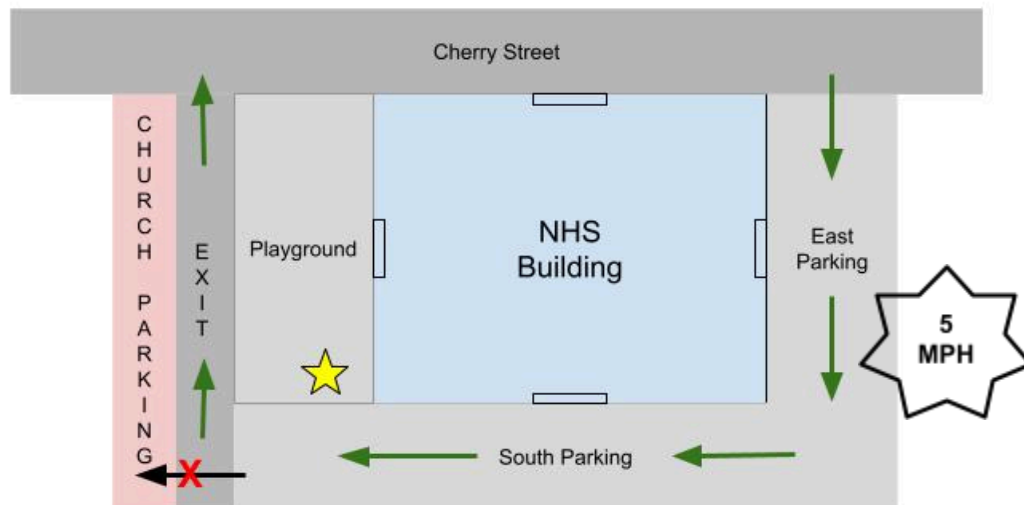


## Drop-off and Pick-up Timings

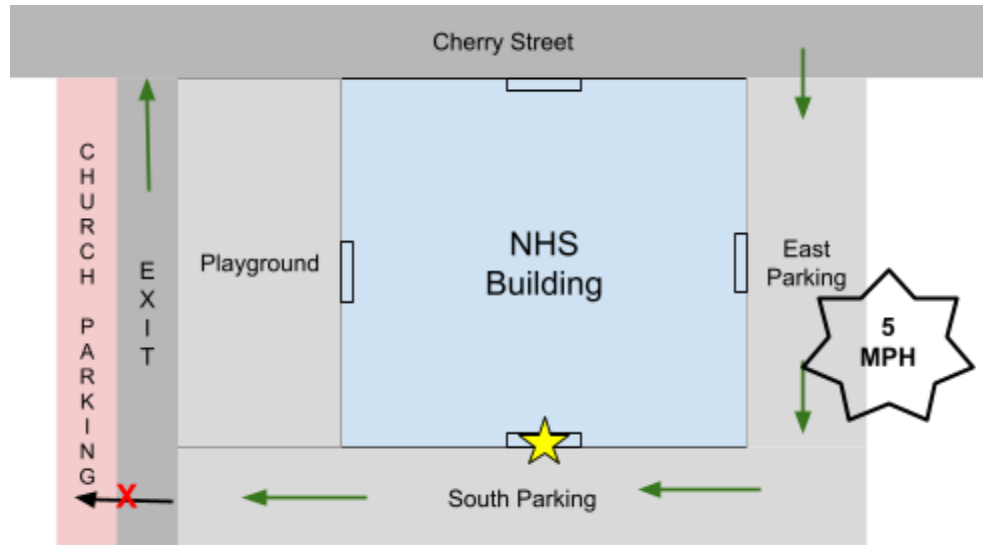
Grade	Extended Care (morning)	Regular Drop-off	Regular Pick-up	Extended Care (evening)
TK	7:30 AM - 8:00 AM	8:00 AM - 8:55 AM	4:30 PM - 5:30 PM	5:30 PM - 6:00 PM
K		8:00 AM - 8:40 AM		
1st - 2nd		8:00 AM - 8:25 AM		
3rd - 4th		8:00 AM - 8:10 AM		
5th - 8th		8:00 AM - 8:25 AM		

## Regular Drop-off and Pick-up Procedure



- Enter the school premises through the iron gate located East of the NHS building on Cherry Street. Continue driving forward as shown in the diagram by green arrows
- Drop-off/pick-up will be at our gated playground entrance as marked by **YELLOW** star.
- Once you reach the drop-off/pick-up location, put your vehicle in Parking gear
- Wait for a staff member to assist with getting the student out of or getting in the vehicle. Students will enter/exit the building through the West Entrance door inside the playground area.
- Parents shouldn't exit the vehicle or leave the vehicle unattended in the drop-off/pick-up zone for safety and smooth flow of traffic
- After drop-off/pick-up, continue driving and exit the premises as shown via **Green** arrows to merge into Cherry Street.
- Do not cross into Church side parking as there is no exit from there.

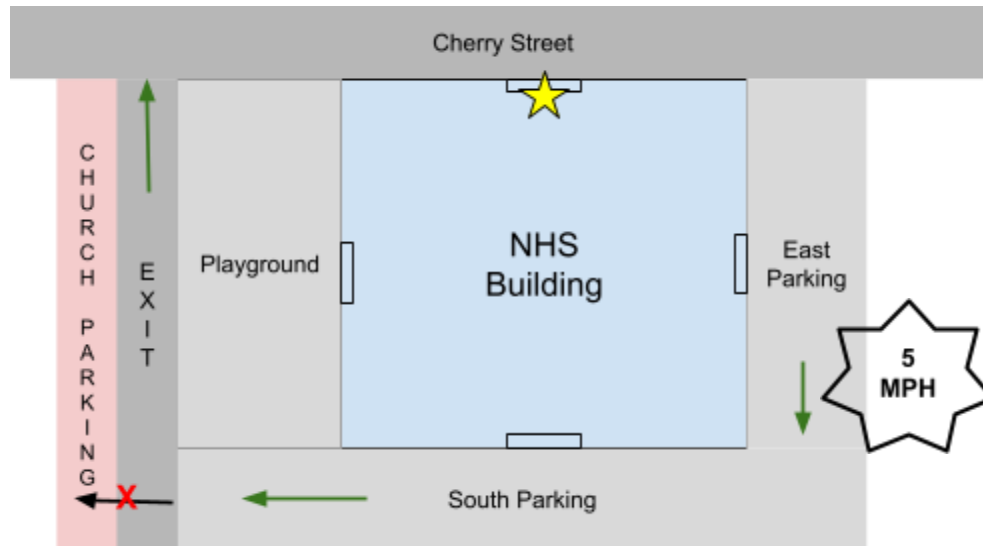
## Extended Care Drop-off and Pick-up Procedure



- Enter the school premises through the iron gate located East of the NHS building on Cherry Street. Continue driving forward as shown in the diagram by green arrows
- Park in the South Parking lot, and bring your child to the South Entrance door as marked by **YELLOW** star.
- Ring the bell on South Entrance
- Once a teacher has admitted/called the child, sign in/out the child in the Early Sign-in/Sign-out sheet provided by the teacher.
- After drop-off/pick-up, continue driving and exit the premises as shown via **Green** arrows to merge into Cherry Street.
- Do not cross into Church side parking as there is no exit from there.

## All Other Drop-off and Pick-up Procedure

(including Hot Lunch drop-off)



- Either park your vehicle on Cherry Street (kids should exit/enter on the right side) or in the East Parking lot in a space closer to Cherry Street.
- Safely walk your child to the building's front (North) entrance as marked by **YELLOW** star.
- Sign in/out your child in the sheet provided there.
- If dropping off hot lunch, label it and drop-off in the cart provided there.
- After signing-in/out your child, please proceed to your car. If parked on Cherry Street, safely merge into the traffic. If parked in the East Parking lot, follow the directions as shown above via **Green** arrow and exit onto Cherry Street.
- Do not cross into Church side parking as there is no exit from there.