

Procedures for Parent Drop-Off

Dear Parents and Guardians:

When dropping students off, please enter the school “horseshoe” parking lot on Dickinson Rd. For safety reasons, we ask that children are seated in the back seat on the passenger side. In order to expediate parent drop off, we ask that when your children are getting out of the car, they are ready to enter the building (ex: coats on) and conversations with staff be minimal. It is important for parents to pull up as far as possible when turning into the horseshoe to allow as many cars into the drop off area as possible. Due to limited parking, we ask that you utilize the drop-off horseshoe rather than parking and walking your child up to the door. Parking in any unauthorized areas or places will impede the flow of traffic and create a safety risk for students and staff.

All students not taking the bus and being driven to school may be dropped off between 8:25 AM and 8:40 AM. It is very important that students arrive to school on time. Bus drop-off takes place along Yale Road and it is important to remember that there are no cars allowed in the bus zones.

Students who do not arrive by 8:40 AM will need to be checked in at the main office and will be marked as tardy. The drop-off doors will be closed and locked at 8:40 AM each morning. If students are tardy on a consistent basis, a meeting with the principal may be required.

All walkers and bus students are escorted into the building by a J. Harvey Rodgers staff member and dropped off at their classroom.

Best regards,
Melanie Sweeney
JHR Principal

