

## **Parking, Bus Drop-Off, Student Car Rider Drop-Off, Student and Visitor Building Entrance**

Now that we have two distinct drives off of One Panther Drive, it seems appropriate to share with our users the rules and procedures concerning the use of the roads, parking areas on our campus, and entrance into our building.

### **Faculty, Staff, Administration, Visitor, Volunteers, and Handicapped Parking**

The lot immediately in front of the school is designated for faculty, staff, administration, visitors, volunteers, and handicapped only. The area has clearly marked signs and ground symbols. Faculty and staff also have the newer parking lot on the south side of the building. There are spaces reserved on the north side for cafeteria staff, and some faculty members. *Students and visitors are not allowed in this area because it is also the loading zone for deliveries to our cafeteria and a parking site for coaches and officials after school.*

### **Student Parking**

Students are assigned parking in the student parking lot on the west side of our tennis courts. A parking sticker is required for students to enter and park in this lot. Students are not to park in any other areas of our campus. Students parked in other areas will be subject to disciplinary action and may have their vehicles towed. Students should not park on private property near school as this upsets our neighbors.

### **Bus Drop Off**

School buses drop off and pick up students in the circle in front of the school. While the buses are using the circle, no private vehicles are allowed for obvious safety reasons. As a reminder, our buses drop off students in the morning between 7:20 and 7:40 a.m. – please do not enter the bus circle during this time, it jeopardizes the safety of everyone and we have a designated area for drop offs at the north end of our campus. As an FYI, buses arrive in waves; therefore, just because a bus is not in the bus circle does not mean it is a good time to use the bus circle.

### **Student Drop Off and Pick Up**

In the morning: we advise drivers to stay completely out of the bus circle and to take the left turn toward the student parking lot. Once the driver is near the sidewalk, briefly stop to drop off the student(s) and slowly drive away and circle around the student parking lot back out on to the same driveway.

During the school day: we have provided space for visitors in front of our school. Please use a temporary visitor's space, walk in the main entrance, stop in to the office, and sign your son/daughter out then exit.

After school: again, no private vehicles are allowed to enter a bus circle while buses are waiting. Students may be picked up at the end of the sidewalk that leads directly to the student parking lot. Because we do have buses arriving after the ninth period bell, this is advisable.

### **Student and Visitor Entrance**

All students and visitors must use the same door to enter the building while school is in session. The door is adjacent to the main office and it leads into the hallway just outside the main office, which is a short right turn away. We encourage everyone to use this entrance because it is so close to the office. This makes it easy for all visitors to sign-in and allows us to give everyone immediate assistance.

*“TOGETHER WE CAN”*