

Traffic Pattern and Procedures – Note diagram

The children's safety is foremost in our minds. It is for this reason that these procedures have been developed. We greatly appreciate your cooperation and support in following these procedures.

Walkers:

- The City of Naperville in conjunction with the School District has developed a "Safe Walk Route to School" map. This can be found on our district website at www.naperville203.org
- Walkers should use sidewalks whenever possible and available crosswalks.
- Walkers should enter the school grounds using the paths across the park, Sara Lane or Muirhead Avenue.

Bus Riders:

- Children will be dropped off in the bus zone at the curb. They should then walk, using the sidewalk, to their designated door to line up for school. At dismissal, children board buses parked in the bus zone.
- Students may only ride the bus to which they are assigned. In instances in which a bus rider must ride a different bus, a note from the parent requesting permission must be received and initialed by the principal.

Bike Riders:

In accordance with the School District policy, children in third grade and older may ride their bicycles to school. Bike racks are provided. All bikes should be locked. Children should use the crosswalks. They may NOT ride through cars in the parking lot. For everyone's safety, children and adults must walk their bikes once on school grounds.

Car Traffic:

- Due to the volume of traffic, we appreciate your cooperation. Our goal, and yours, too, is to provide a safe environment for our children.
- **Sara Lane will NOT be open to through traffic during arrival & dismissal.**
- The pick-up/drop-off lane on the west side of the school (lot A) should only be entered from Muirhead Avenue and this traffic will proceed past the front of the school and **EXIT ONTO MUIRHEAD AVENUE TURNING LEFT ONLY.**
- Cars exiting the east side of school (lot B) **MUST ONLY TURN RIGHT ONTO MUIRHEAD AVENUE.**
- **USE CAUTION UPON EXITING AND STOP FOR PEDESTRIANS IN CROSSWALKS**
- **DO NOT PARK BY THE CURB!** It greatly inhibits the flow of traffic and this can result in tardy students. If you must walk into the school, park in lot A. Tickets will be issued for parking by the curb.
- Be **COURTEOUS** and **CAREFUL**.

For Safety:

- Pull forward, staying in the arrival/dismissal lane, as far as possible, next to the curb to allow children to safely enter/exit the car. Require children to use the **PASSENGER SIDE** only to enter/exit the car. Vehicles must pull as far forward as possible before children enter/exit the vehicle from a passenger-side door.

- At dismissal, students are reminded that vehicles will pull forward in the pick-up lane. Students must remain behind the yellow line until the vehicle has come to a complete stop before attempting to enter the vehicle.
- **PLEASE DO NOT ASK CHILDREN TO WALK THROUGH THE FRONT PARKING LOT TO MEET YOUR CAR.** (Children are difficult to see between cars; we wish to avoid unsafe situations.) **CHILDREN MUST BE ACCOMPANIED BY AN ADULT TO ENTER THE PARKING LOT; USE CROSSWALKS.**
- Crosswalks are provided for safe crossing of students and other pedestrians. Please, be attentive to posted signs, crosswalks, and follow the direction of our staff and parent safety volunteers. **DO NOT BLOCK** the crosswalk or drop-off areas.

WE THANK YOU, IN ADVANCE, FOR YOUR COOPERATION IN HELPING TO PROVIDE A SAFE AND EFFICIENT ARRIVAL AND DISMISSAL FOR OUR MEADOW GLENS' SCHOOL COMMUNITY. A SPECIAL THANKS TO THE PARENT VOLUNTEERS AND STAFF WHO HAVE OFFERED TO SUPPLY EXTRA HELP TO ASSIST OUR CHILDREN AND TO MONITOR TRAFFIC!

Inclement Weather:

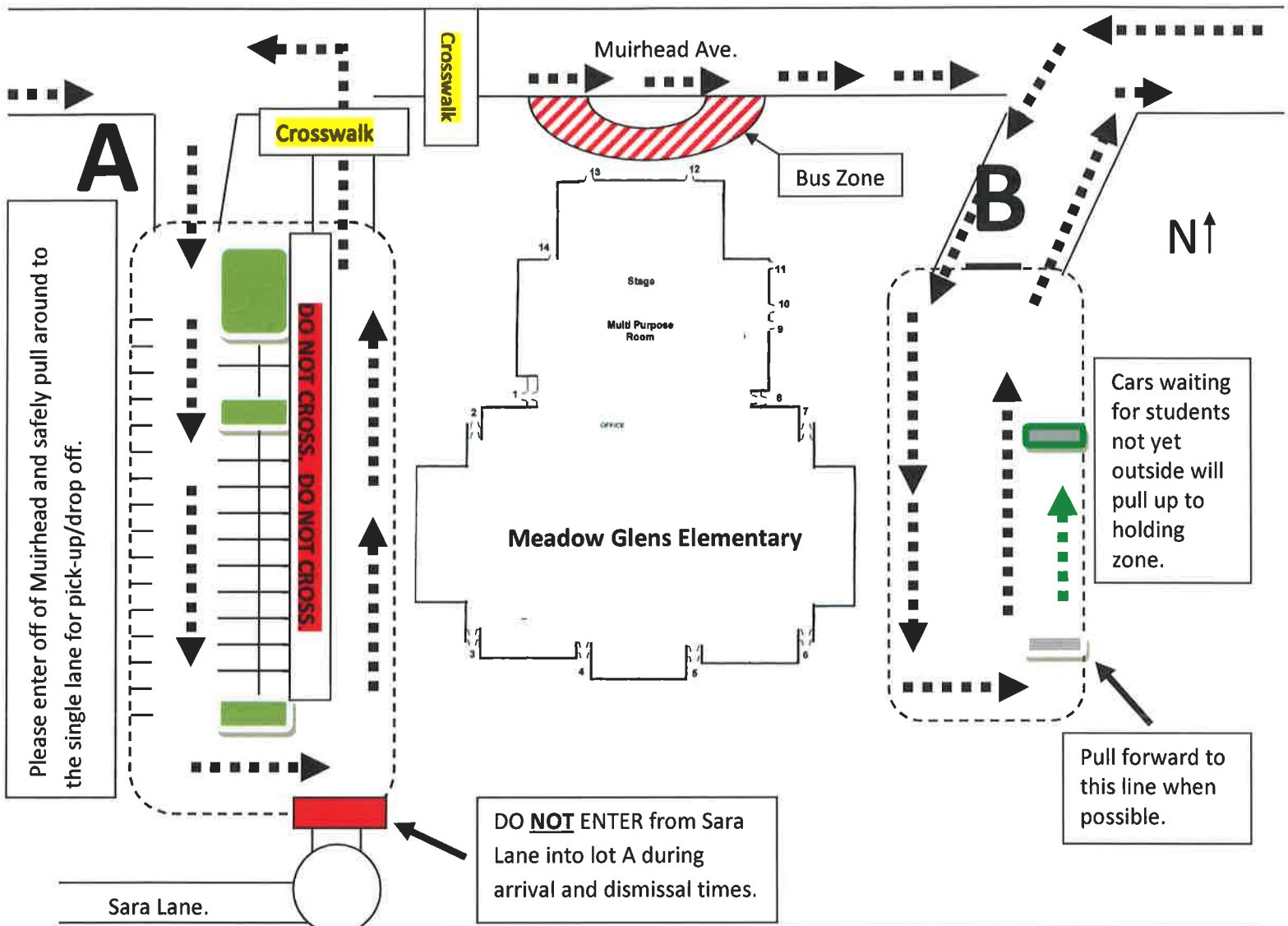
On rainy or cold days (wind-chill below 0° F), children may enter the building immediately at 8:00 am. Children will be given special instructions from the teacher on duty so that they remain safe, warm, and dry.

Other Helpful Hints and Reminders:

- Often a prearranged, routine meeting place helps children, especially younger children, feel more secure at dismissal time.
- Lots A and B are both available for drop-off and pick-up for **all** grade levels.
- Students are strongly encouraged to keep all electronic devices (cell phones, MP3 players, video games, etc.) at home. If a student must bring a cell phone to school, it must remain off during school hours. Additionally, it is required that parent's provide a written note to the teacher if a cell phone is sent to school with their child. This will allow your child's teacher to know that you have given permission for the cell phone to be in the backpack during school hours.

Meadow Glens Elementary 2016- 2017

Traffic Pattern/Arrival & Dismissal Procedures

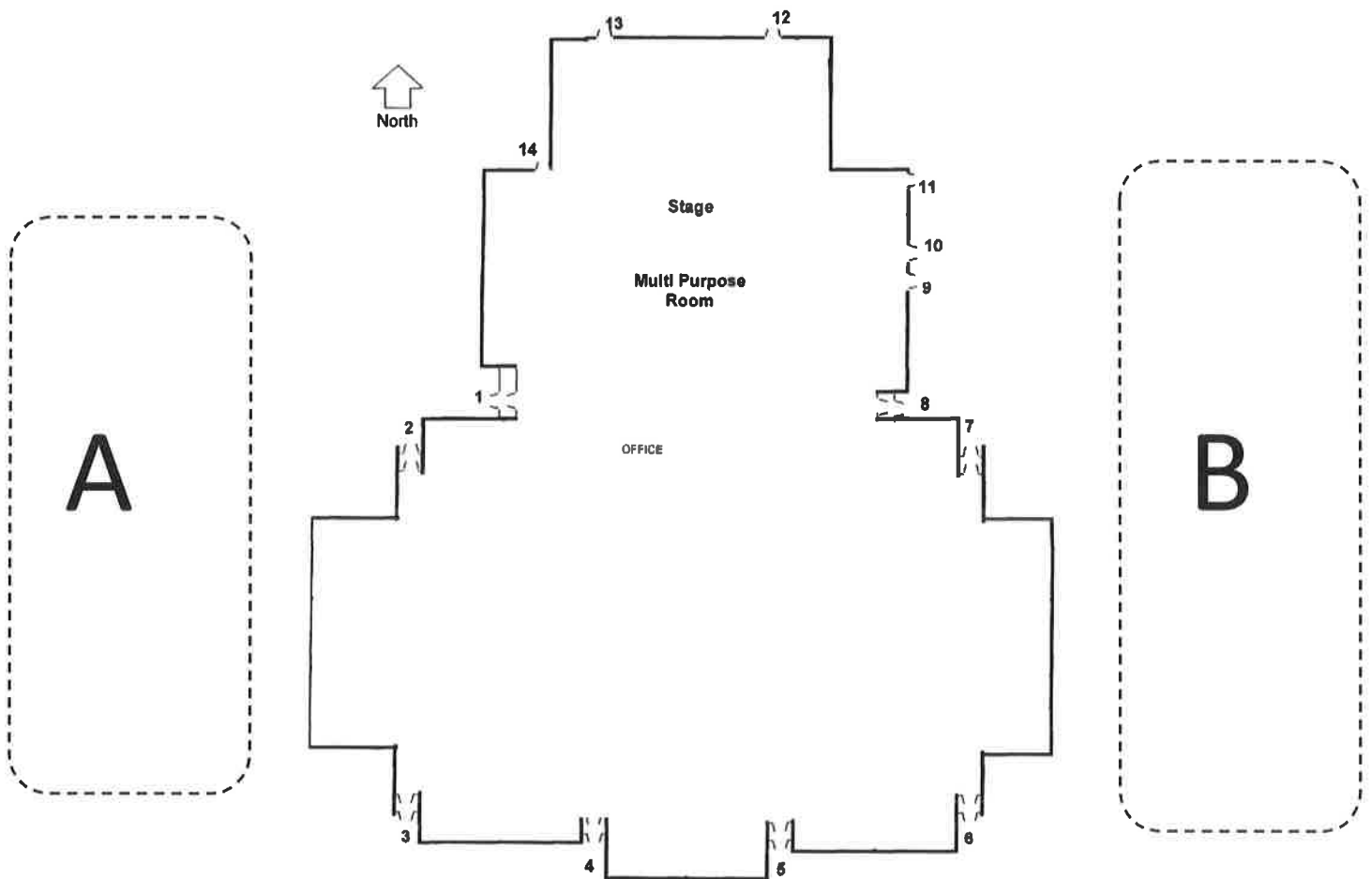


During drop-off and pick-up times (8:00-8:15 and 2:25-2:45) please follow the following procedures to keep our school safe for all children and adults:

- Only use entrance A or B to access the drop-off/pick-up lanes
- Vehicles heading west on Muirhead Ave. should use Lot B for drop-off and pick-up
- Vehicles will not be allowed to turn left from Muirhead into Lot A during drop-off/pick-up times
- Students are to enter/exit on the curbside of vehicle
- Sara Lane will NOT be open to through traffic during arrival & dismissal
- The designated bus zone is for bus use only
- Please avoid parking in lot A during Arrival & Dismissal. Parking is not permitted in lot B
- No pets on school grounds
- Walkers are to return home directly after school unless supervised by an adult

During Arrival:

- Kindergarten and 1st grade students dropped off in lot A will use doors 1 to enter the building and proceed to Grade Level line (Doors 8 & 7).
- Kindergarten students dropped off in lot B will line up at Door 8.
- First Grade students will line up at Door 7.
- Second Grade students will line up at Door 6.
- Third Grade students will line up at Door 4.
- Fourth Grade students will line up at Door 5.
- Fifth Grade students will line up at Door 3.
- PI+ students will line up at Door 2.



During Dismissal:

- Walkers and bike riders will exit on the south side of the building from Door 4 and Door 5.
- Bus riders will exit on the north side of the building from Door 12.
- Car riders picked up in lot A will exit on the west side of the building from Door 1.
- Car riders picked up in lot B will exit on the southeast side of the building from Door 6.