



PICK-UP/DROP OFF PROCEDURES

Santiago Elementary is committed to keeping students safe at all times. The following are procedures for dropping off and picking up students.

Drop-off Procedures

- Students should not be brought to school earlier than 7:30 a.m.
- Parents dropping off students with a vehicle should only use the main entrance to the parking lot. Drop off the students in front of the new school office building.
- For the safety of the students, do not drop-off/pick-up students in front of the school.
- Once on campus, students are to walk directly to the cafeteria area for breakfast or to wait for their teacher.
- Student riding their bikes to school must walk their bikes once they are in front campus. Students are to continue to walk their bikes to the bike rack.

Pick-Up Procedures

- Students must wait for parents in the designated pick-up areas
- Students with siblings: The eldest sibling is responsible for all the siblings in the family. All siblings are to meet the youngest sibling and then walk together to the designated pick-up area. Students will be guided through this process during the first week.
- No Left Turn when exiting the parking lot. All cars must turn right.
- In the afternoon, to help the flow of traffic, no left turns from Baker Street are allowed into the parking lot. Thank you for your cooperation.

