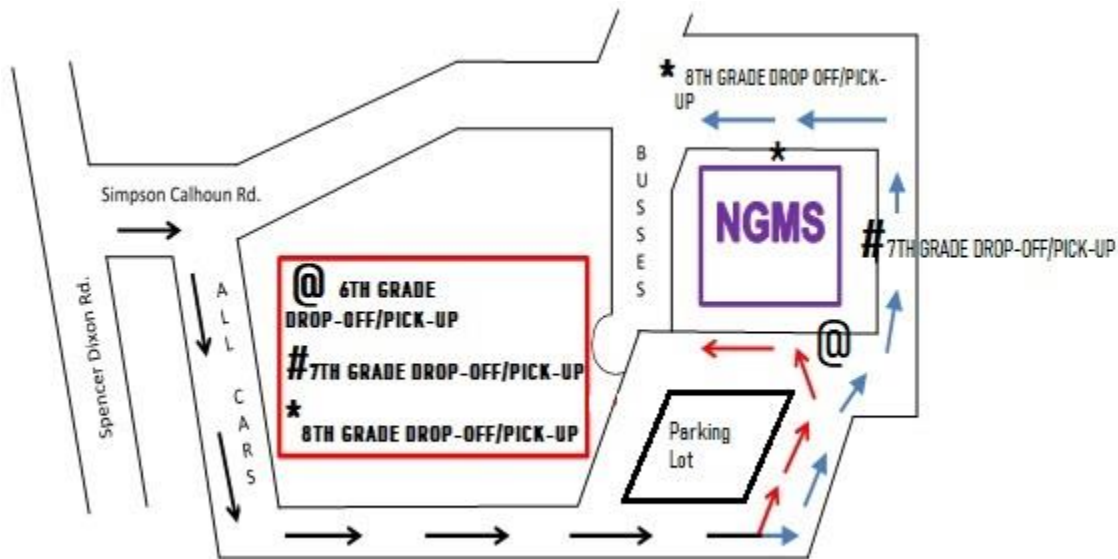


NGMS Car Rider Drop-off and Pick-up Procedures



- All traffic for drop-off and pick-up turn right at the softball field.
- The line splits at the NGHS Concession Stand. 6th grade lines shift to the left while 7th and 8th shift to the right. Both lines enter the drive to the right of the parking lot.
- 6th grade will continue left in front of the school. 7th and 8th will turn right behind the school.
- 6th grade will drop off at the front of the school, students walk and use the entrance by the sensory garden (@).
- The 7th and 8th grade line turns to go behind the school before splitting again. The 7th grade line will shift to the left and the 8th grade line will shift to the right.
- 7th grade will drop off at the end of the 7th grade hallway from the left side (driver side) of the car (#).
- 8th grade will drop off at the outdoor learning center on the right side (passenger side) of the car (*). Staff will be on duty to assist students crossing the street.
- 7th and 8th grade cars will merge back into one lane after 8th grade drop-off spot.
- The same process will be used for student drop-off and pick-up.
- Car tags should be displayed from rear view mirror for afternoon pick-up.
- Staff member(s) on duty will use number to alert student to come to their designated pick-up area.
- Students should know their number and watch the classroom display to recognize when their ride has arrived and its time to walk outside.
- Any car dropping off or picking up multiple grade levels of students should **ALL use the 6th grade entry and dismissal doors**. This will alleviate students crossing within the building.