

Stanley Elementary School

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Stanley VA 22851
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Christopher S. Hopkins, Principal

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RE: Procedures for Morning Drop-Off and Afternoon Pick-Up

For morning drop off, students are not permitted inside the building until 7:45am and they are to stand outside under the awning until the gym doors open. Buses unload at 7:45am. Middle and High School students are loaded before buses leave our parking lot @ 7:55am. Cars do not move during this time. It is recommended you drop off after 7:55am, but before 8:15am. If a student arrives after our school clocks show 8:15am, you will need to bring your student(s) in through the front door of the school. Students arriving after 8:15am will be recorded as tardy.

When you arrive for afternoon pick up, you need to find a parking spot in the lower lot of the school. Make sure you have the school issued car tag displayed in your window. Use all the marked spaces first and then fill up the basketball court. Once the basketball court is full, please stop in the car lane at the entrance to the basketball court. If the line reaches Aylor Grubbs, you cannot sit and hold traffic on Aylor Grubbs so you will need to circle around and wait until the traffic clears.

We will begin dismissing students at 3:15pm. Once the staff calls for cars to move forward, the first several cars in the front lane will go first and then the rest of the cars from the front lane and the back rows will pull into the line taking turns. If everyone would please take your turn, it would make the line move more efficiently. Jumping the waiting cars and not being polite to the other parents picking up children could lead to a car accident or other issues. Please act responsible and follow all the rules.

If another adult is coming to pick up your child and is unfamiliar with the pick-up process, please pass the above information along to them. It is very easy to get confused when you are doing your first pick-up. It also helps when you display the car tags that we provided for you. If you wish to purchase additional tags, you may do so for \$1.00 each in the office.

Please do not leave your cars and come to the pick-up area. It is very dangerous to walk through the moving cars and could lead to an accident. Please do not park in the side lot beside the school and walk down to get your child from the awning area. It is not fair to those that wait and take their turn. If you park off school property and walk down to get your child, we will release them to you.

If you need to pick your child up early for a legitimate reason, please come through the car lane and park at the spots near the office. Enter the office area and your child will be called down for you. Please remember students leaving early for unexcused reasons will be turned over to the attendance coordinator for action. **Avoiding traffic does not count as a valid reason to leave early.** Students that leave early need to bring a written note either the day they leave early or the next day for it to be excused.

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