

SAFETY REGULATIONS

Parking Lot Safety - Drop-off and Pick-up Procedures

AM DROP-OFF PROCEDURE

After 7:30 AM - NO EXCEPTIONS - ALL traffic enters the ASCA parking lot through the WEST ENTRANCE

1. Entering from the east is prohibited.
2. Teachers and volunteers who arrive after 7:30 must drive around the school and work their way around to the teacher/volunteer parking lot if they want to park there.
3. Those staying for mass on Wednesdays must also either drive around and then park in the east lot or simply park in the main lot.

Parking is ONLY ALLOWED in the designated parking lot

- Those choosing to park and walk their child(ren) **MUST** park in the designated parking lot and **NOT** in the eastern most lot and/or east of the traffic of the exiting car lane. **UNESCORTED CHILDREN walking to door 7 is still not allowed.** This is for two important reasons
 1. Safety
 2. Speed—pedestrian traffic slows the traffic for the drop off Lane

To facilitate more car volume--double up lanes for drop-off at posted sign (or by the volunteer).

- This will help accommodate those who still wish to park and walk their child(ren) room to enter the parking lot and allow them to cross over the drop-off lane to access the parking lot.
- At the posted point (indicated by orange cones)—begin to merge. **Remember to be courteous!**
- Once traffic has returned to a single lane, resume the current drop-off protocol.
- **PULL FORWARD**—don't stop short and slow the line down for those behind you.
- Use the drop-off lane **ONLY** if your child(ren) can exit the car within a reasonable amount of time—i.e. if he or she has a large or heavy project that is too cumbersome to quickly exit the car you should park the car in the parking lot and walk them to door 7. Be considerate of others—keep the line moving.
- **THE LONE EXCEPTION** to the above rule is for those cars displaying the special handicap permit. In this instance, please pull past the orange cone to the designated area to ensure your child's /children's safety.

PM PICK-UP PROCEDURE

The pick-up procedure remains largely intact with the following exceptions:

1. No entrance through the east entrance—as posted already.
2. No parking in the east lot—exceptions for those who were already at school as a volunteer.
3. Parking is only allowed in the main lot. **UNESCORTED CHILDREN walking from door 7 is still not allowed.**

REMINDERS:

- **No cell phone use on ASCA property—NO EXCEPTIONS.** Holding a conversation while driving results in 'distracted driving', regardless if you are using a hands-free device.
- No left turns from east exit before 3:45 PM
- SLOW DOWN, **PLEASE!**

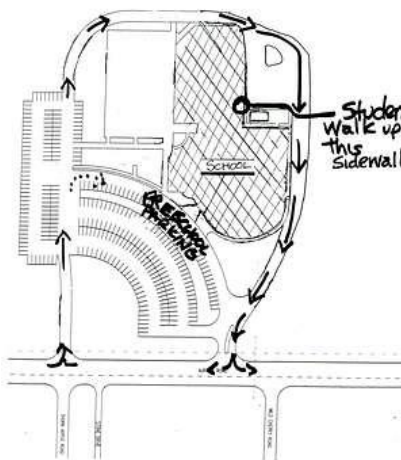
Remember to be courteous and patient. Most important, for many, the procedure will be drastically different from your normal routine. **BE FLEXIBLE and ADAPT.**

Be more self-aware if going through the drop-off line

- Be sure your child(ren) have the ability to exit your car quickly so as not to clog the flow of traffic
- Do not sit there and watch your child(ren) walk to the door—they do actually go to class
- Those who have a large class project and need more time to exit should park in the main lot and walk
- Pull as far forward as space and safety will allow—this will allow more cars to occupy the drop-off line, thus keep it as efficient as possible.
- Those with any physical disability should pull forward to the spot marked with a handicap sign. It is right across from door 9.
- No exit from the West side—all traffic must exit from the East. This will help avoid an oncoming crash, delays and obvious confusion.

It is important that we all follow this procedure. That is the only way it will work. **YOU** will set a bad example to your child(ren) if you show them that the rules do not apply to you. Remember, those little eyes see everything. You do not want to set a bad example.

The parking lot speed limit is 5 MPH. For the safety of our students, their families and school staff, cars reported as driving at an excessive speed will be reported to the Naperville Police Department.



Thank you for putting the safety of our children first!