

Our Lady of Mount Carmel School Drop Off and Pick Up Procedures

In order to facilitate the safe reopening of Our Lady of Mount Carmel School, the following procedures are established for the drop off and pick up of students for the 2020/2021 school year:

DROP OFF: The morning flow of traffic would be to enter the parking lot of OLMC from the furthest South driveway and continue driving East in the parking lot, and then back toward the cobblestone pathway (aka Archbishop James Peter Davis Drive) following the line designated on the attached map, pulling the vehicle to the right side of the pathway and letting children off in a brief stop. All students must exit to the **right** of their vehicle. The driver must stay in the vehicle. After the student has safely departed the vehicle, the driver would then continue driving through the driveway and re-enter Rural Road making a right turn only for safety reasons. Kindergarteners (and Preschoolers) through 3rd graders enter the school through the regular double gate by the office. 4th through 6th graders enter through the buzz-in gate. 7th and 8th graders enter through the Jr. High gate - furthest West gate along the drop off route.

NOTE: For **Preschool** and **Kindergarten** parents/guardians, they would have the option to park in the regular parking stalls and walk their children up to the preschool and Kindergarten classrooms using one route for entrance and one route for outlet to minimize contact and interaction and using crosswalks for safety purposes (i.e. no cutting through the parking lot). See map for details. *****Face coverings are required to enter onto campus to walk Preschool and Kindergarten students to their classrooms*****

PICK UP: Drive through pick up follows the same traffic pattern as the morning drop off. Each grade cohorts are separated out to avoid too many students gathering together in the same place. Each cohort would stage in their respective locations and await pick up in the same location as the morning drop off. Pick up occurs in staggered times as delineated below:

2:45pm (or 15 minutes prior to school end on early release days) – Those students participating in KID’S CLUB will go to the designated area for Kid’s Club as follows:

K – 4 go to McCready Hall

5 – 8 go to Library

2:50pm (or 10 minutes prior to school end on early release days) – Grades Kindergarten through 3rd grade (and Preschool) - The students will stage in the cohort staging area with grades 1-3 under the sails for shade, and the Kindergarten/Preschool students under the breezeway.

3:00pm (or school end on early release days) - Grades 4th through 8th grade then proceed to the staging areas with grades 6-8 under the sails for shade and grades 4 & 5 under the breezeway (while maintaining social distance from each cohort).

Important Note: If a family has multiple students in multiple grades, the rule of thumb would default to the lower grade. For example, if a family has 1 student in 1st grade and 1 student in 5th grade, the 5th grade student would depart with their 1st grade sibling so as not to hold up traffic waiting for the older grades. The default would be for siblings to depart with the lowest grade cohort of their sibling.

Preschool and **Kindergarten** parents may park (same protocol as the morning and face coverings are required) and walk up to retrieve their student and walk them back to their vehicle in the parking lot.

*Please review the Drop Off and Pick Up procedures video on our YouTube channel (**OLMC Falcons**)

