

J. A. Coles PTA
Morning Drop Off

Please share these guidelines with everyone who drives your child to school

1. **You may drop off your child in a drop-off zone.** If you want to watch your child walk up to or enter the school, do **not** use the drop-off zone!
 - Use your blinker when pulling up to the curb. **Pull up as far as possible in the drop-off zone** to allow others to pull up behind you (but be sure to leave yourself enough space to exit safely).
 - **Have your child get out of the rear passenger side of your car on his/her own.** Do not use the drop off zone if you need to help your child get out, unload items from your trunk or exit your car for any reason.
 - Once your child has exited your car, **use your blinker to signal** your intention to re-enter traffic and proceed cautiously. Do not remain in the drop-off zone! • **Never double park.** Have your child exit curbside – not in the street. • **There are two drop-off zones adjacent to the building.** Kevin Road along the front of the school after the entrance to the bus loop and Aberdeen Road at the side entrance.
 - You may park in a drop off zone only **after** the morning arrival time has ended at 8:45am.

2. **Very limited parking is available** for those who wish to watch children enter the building. Check the diagram on the back and street signs for available parking.

3. **The staff parking lot is not available for drop off or pick up.** The parking lot is for staff only. The spots are numbered for staff and they have permission to block you in if you are in their assigned spot.

4. **Teach your child to cross only in crosswalks** and to check for traffic before crossing any street or parking lot.

5. **Approach the school slowly**, and yield to pedestrians and other drivers attempting to re-enter traffic.

6. **Follow the recommended one-way flow of traffic** along Kevin Road during arrival and dismissal times (see diagram).

7. **Carpool** whenever possible – less traffic means greater safety at Coles.

Thank you for your cooperation. If you have any questions, concerns or would like to volunteer, please contact the Coles PTA Committee chair, Brooke Hamel (brookeeileenhamel@gmail.com) or Coles PTA Committee lead Melissa Balog (melissa.balog@gmail.com).