

MCS Parking Lot Drop-Off and Pick-up Procedure

Revised: January 18, 2017

Each of us has an obligation to drive as safely and with as much courtesy as possible at all times while on Maranatha Christian School property. For everyone's well-being and safety, please follow all signage and the directions of our parking lot personnel while driving or walking in the parking lot areas. Please read and follow these parking lot procedures for Drop-off and Pick-up of your student(s).

Pedestrian traffic should remain in the yellow crosswalks or on sidewalks near the MCS Attendant to ensure their safety.

MORNING DROP-OFF PROCEDURE

1. Morning drop-off traffic flow begins when turning onto Maranatha Drive, Northbound.
2. Single file traffic moves along Maranatha Drive to the North parking lot entrance.
3. Once you have turned into the parking lot, there are two options.
 - a. Option a): TURN LEFT FOR PARKING: Once you have parked your vehicle, elementary students must be accompanied by a parent or a guardian to the drop-off point located at the school front gate. Please do not stop to drop students off until parked in the parking lot. Failure to comply with this directive endangers students exiting vehicle, and slows the normal flow of traffic.

To maintain safety and order, remain in the yellow crosswalks.

Additionally, Seniors have designated parking spaces that are exclusively for them. Please do not park in their painted spots.

- b. Option b): TURN RIGHT FOR DROP-OFF: Once you turn right, stay in the drive through lane. This end of the parking lot is designated for staff parking only. The flow of traffic moves through the parking lot to the designated drop-off zone. Always follow the direction of the MCS Attendants.
4. The drop off zone is located along the Red Fire curb in front of the courtyard. It is a designated area in which cars must come to a complete stop to off load students safely. Students are highly encouraged to exit to the sidewalk side and NOT into the traffic side (drivers side).
5. Once stopped in the drop off zone, students may exit your vehicle and walk directly onto the school campus. ***Please do not park or drop off your student anywhere before you enter the drop off zone. Once again, follow the directions from the MCS Attendants.***

AFTERNOON PICK-UP PROCEDURE

1. When picking up Elementary and Kindergarten students, park your vehicle in a designated parking space, walk to the classroom, then back to your car with your student. On-duty teachers will sign out students as they leave with their designated guardian or parent.
2. Once you have picked up your student, they are under your supervision. They are not allowed to run around, play games, throw or kick balls, etc. during this time. Students are not allowed to

wander around the campus or the parking lot. Please be considerate of others and the school property.

3. Junior High and High School students are allowed to leave the courtyard pick up area and walk out to waiting vehicles once you have parked in a designated parking space or on Maranatha Drive.
4. **Do not block or stop the flow of traffic at any time along the RED FIRE CURB or in the parking lot drive-through lanes for Afternoon Pick-up. Please do not park in handicap parking spaces at any time unless you have a Handicap Sticker or placard.**
5. If a student has stayed after school for sports practice, After School Care Programs or tutoring, please follow all parking lot procedures for Afternoon Pick-up.