

SCB Parking Lot Management 26-27

Drop off and Pick up - FAQs

When are gates open for drop off? When will they close?

Our entrance gates will all open at **8:10 AM**, and will close at 8:27 AM. When all cars are exited from the zones, our gates will all be locked. If you arrive at 8:27 or after, we ask that you park in the front parking lot and bring in your students to the main office.

When students are dropped off they will enter the building in their zoned entrance and teachers will escort them to line up in Feist Hall or will go to their classrooms. The students in the gym will be safely escorted to their classrooms and meeting spots.

For safety, please do not leave your children unattended outside the school before 8:10.

When are gates open for pick up? When will they close?

Our entrance gates will all open at 2:57 PM. At that time, your students will be with their teachers in their zones to be picked up as you move through the pick up lane in your car. Those students who go join their younger siblings will be sent to join them in the zone their family is assigned to and they will be together to be picked up. Please remember there will not be parking to pick up, unless you decide to park in the front parking lot and walk in or from Meyers street, or are a toddler parent in Zone 2.

If you arrive at 3:15 or after, your student will be in aftercare waiting to be picked up through the front office.

If you are in Zone 1 or 2, **please do not arrive early and begin making a line outside the gate.** If we have an emergency, we would be unable to get emergency crews to the necessary locations.

What if?

...I need to park, or I like to walk up.

You can! Please park in the parking lot in front of the Parish Office Building or in the northwest corner parking area. There is no parking in Zone 3 or Zone 4.

... I like to walk in from Meyers Street? Can I still do that?

Absolutely, if you are assigned to Zone 1. You are more than welcome to do that and walk your student to their zoned entrance. You can use the garden to traverse through and we will have a crossing guard there for safety.

If you are assigned to Zone 2, and are a parent of one of our 2 year old/toddler room students, please feel free to use our Meyers Street stairs going down to the convent. During drop off, there will be a person there to ensure safety entering the convent front doors.

... I carpool

That's great! We appreciate that. In these instances we just need to have the students understand their zones and where to go in the building upon drop off. Please email jjohnson@stcharlesb.org in order to make sure you are assigned to the appropriate zone.

... I need more vehicle tags?

Not a problem. We will send more home as you need them. Just let us know in this form (accessible by the following QR code) and we will get you more home.



... I am tardy or need to leave early?

If you are tardy or need to leave early, please use the spots in front of the School and Parish Office and come to the School Office.

... I have a 2 year old in the Toddler Program? Can I park?

In dropping off the 2 year olds, you will be assigned to Zone 2 which is the Gym and Convent. There are spots along the back of the convent and by the side of the gym for you to park and walk in during the drop off and pick up times. There will be a crossing guard to ensure safety. If you drop off outside of those times, you can use the Meyers street stairs until 9am. However, if you are dropping off after 9am, you must come to the school office and we will walk your toddler back to the convent.

What about?

....Before school and after school care, clubs and sports

Before school care and after school care will continue with drop-off and pickup through the main office. Our Before School Care team will be at the table in Feist Hall to welcome our before school care students from the door by the main office. After school pick up is the same as last year. Please park in the front parking lot to drop off and pick up for these programs. Sports will all be in the gym, and start times for games and practices will be modified to begin on or after 3:30 PM.

.... When there are big things at the church?

We are working with our parish partners to not start events that coincide with our drop off and pick up times, taking into consideration half days and all of our pickup time ranges.

... If I sub or volunteer?

If you sub or volunteer, you can park in our front parking lots and come in through the front door. For substitutes, we will give you your building key and ask you to move to the faculty lot.

... All school masses

For all school masses, please use the parking lot in front of the church. It will be very crowded, and so plan accordingly.

Please help us

We appreciate the following support as we navigate another school year in our zones. Please make sure to follow these rules in the parking lot to ensure optimal student safety:

- Refrain from using your cell phone
- Maintain the speed limit of 5 MPH
- Have students be ready to depart vehicles upon arrival
- Do not arrive really early to line up - traffic will begin to back up onto 12th street.
- When you exit on 12th street, please only exit to the right. If you try to turn left, the flow of traffic will stop.