

# Parent Pick Up Procedure (K-6)

## Car Pick Up Procedure

- Pickup is on 12th Street only.
- Stay in your vehicle. Please do not leave your car unattended.
- An adult will come to you for your child's name and grade level.
- Kindergarten students will be picked up from the outside classroom doors by the playground.

## Walk up Option

- You do have the option to park your vehicle in an authorized parking location and walk up to retrieve your child.
- We suggest the following authorized parking locations: Washington Park Garage, Elm Street meters, or Race Street meters.
- SCPA is not responsible for any parking violation tickets received while visiting the school.
- Pickup is not permitted inside the building.
- Walk up the the designated walk up area to get your child by the gate entrance on Race Street.
- Wait at the gate for your student's name to be called.
- Make sure your car is not parked in the pick up line.

## Don't Do This

- Please do not leave your car unattended at any time.
- Please do not stop your car in the street and call for your child to cross the pick up line.
- Please do not engage in distracting behaviors while in the car pick up line.
- Please do not park your vehicle across from the school and call for your child to come to you. You must come and get them.
- Please do not argue or debate with school staff while in the dismissal line. We are happy to take your suggestions or questions during a less busy time.

## Do This

- Pick up your student(s) no later than 4:30pm.
- Do remain in your vehicle at all times while in the car pick up line.
- Do pick up your child in the pick-up line only.
- Do pay close attention to the car in front of you and encourage your child to enter the car quickly and carefully.
- If you choose to park your car in an authorized parking area and walk to get your child, wait at the designated area.
- Do follow the guidelines and treat adults helping with dismissal with respect.