



Drop Off and Pick Up Procedures

Little Saints Academy Infants, Toddlers, and Pre K 3 & 4 Extended Care Students

The speed limit through the PJPII school parking lot is 5mph. This is for the safety of ALL of our students and staff.

Our Little Saints Infants & Toddlers, and PreK Extended classes ONLY are able to drop off their children beginning at 6:30 am. All other PJPII students begin dropoff at 7:50 am. With very limited bus transportation, we are experiencing unusually high numbers of cars in the morning.

(I sometimes suggest, if you are able to avoid 7:45-8:15 drop off times, you will avoid most of the congestion. I understand we have many older siblings in PJPII who need to get to school on time, so this is not always a possibility.)

TRAFFIC PATTERNS

All Pre K and Little Saints traffic entering campus must make an immediate right hand turn, regardless of which entrance you use.

Do not continue straight on the bus lane!

FROM RT 82/ Manor Rd: Please turn right immediately after entering campus, and use the second lane of traffic. Cross over the main lane into the side lot, and proceed to the rear driveway to Little Saints.

FROM BEAVER CREEK: If you enter from Beaver Creek Rd, make the first right into the side lot and proceed to the rear driveway to Little Saints.

VERY IMPORTANT!!

All Little Saints and Extended Care parents! Please note!! If it is before 7:50 am and the PreK line is still waiting in the holding position, you are able to carefully bypass that line and come to the back to drop off your child. BUT, if it is past 7:50 am and the Pre K car line has begun to move, you must join that line and wait your turn. **Never pass any car in line** as children are constantly exiting vehicles.

This in turn applies to pickup at dismissal time. Little Saints parents can access the rear parking lot from 2:00 pm until the Pre K car line opens at 2:45 pm. After the PreK car line is released, you must enter the line and proceed until you reach the Little Saints Parking lot. **Never pass any car in line!**

Any family that needs to pick up between 9:30 am and 2:00 pm must do so in the main office as the rear parking lot is closed and locked for recess.

Thank you all for your patience and understanding. Please pass this information on to anyone who drops off or picks up your child.

Dropoff procedure:

Please use the Little Saints entrance located at the rear of the school. There are several dedicated parking spots available. Use Door G located next to the Little Saints play area. A staff member will be here to do a quick wellness check, and then escort your child to their classroom. Siblings in the older grades may enter through this door as well as long as school is in session.

Pickup procedure:

Most of the children will be napping until approximately 2:30 pm. If possible, please try to avoid coming for pickup during naptime. However, if you need to pick up your child between 9:30 and 2:00, please go to the main office at the front of the school and we will bring your child up to you.

After 2:30, please pull into a parking spot at the rear of the building near Door 4. ***Please have your child's name in bold placed in the window on an 8 ½ x 11 sheet of paper.*** A staff member will be here to radio inside for your child. We will walk your child out to you.

Pickup of multiple ages/ grades: If your family has children in both the elementary/ prek classes and a Little Saint student, AND you are picking them up at school dismissal time of 2:40, you are able to pick up your whole family at the Little Saints door 4 at the same time. Please notify your older elementary/ prek child's teacher to dismiss them to "Little Saints" each day. You can pull into one of the spaces at the rear of the school instead of going through any car line. We will bring your children out to you at dismissal time. We must be made aware of this arrangement ahead of time as all children will go to their usual dismissal spots unless we are otherwise notified.

*All traffic leaving the Little Saints parking lot must enter the prek car line if still present- DO NOT PASS- and proceed around the building until you clear the car line. This is for the safety of all students entering and exiting their vehicles.

Please see the attached map with traffic routes.

Many Thanks,
Jackie Fuller
Director, Little Saints Academy

Little Saints Access PJP II Carline Map

