

ISMET/OIA DRIVE THRU PROCEDURE

Drop-off starts at

8:15 a.m. thru 8:30 a.m.

Please do not drop off your child earlier than 8:15 a.m. and leave.

Pick-up starts at

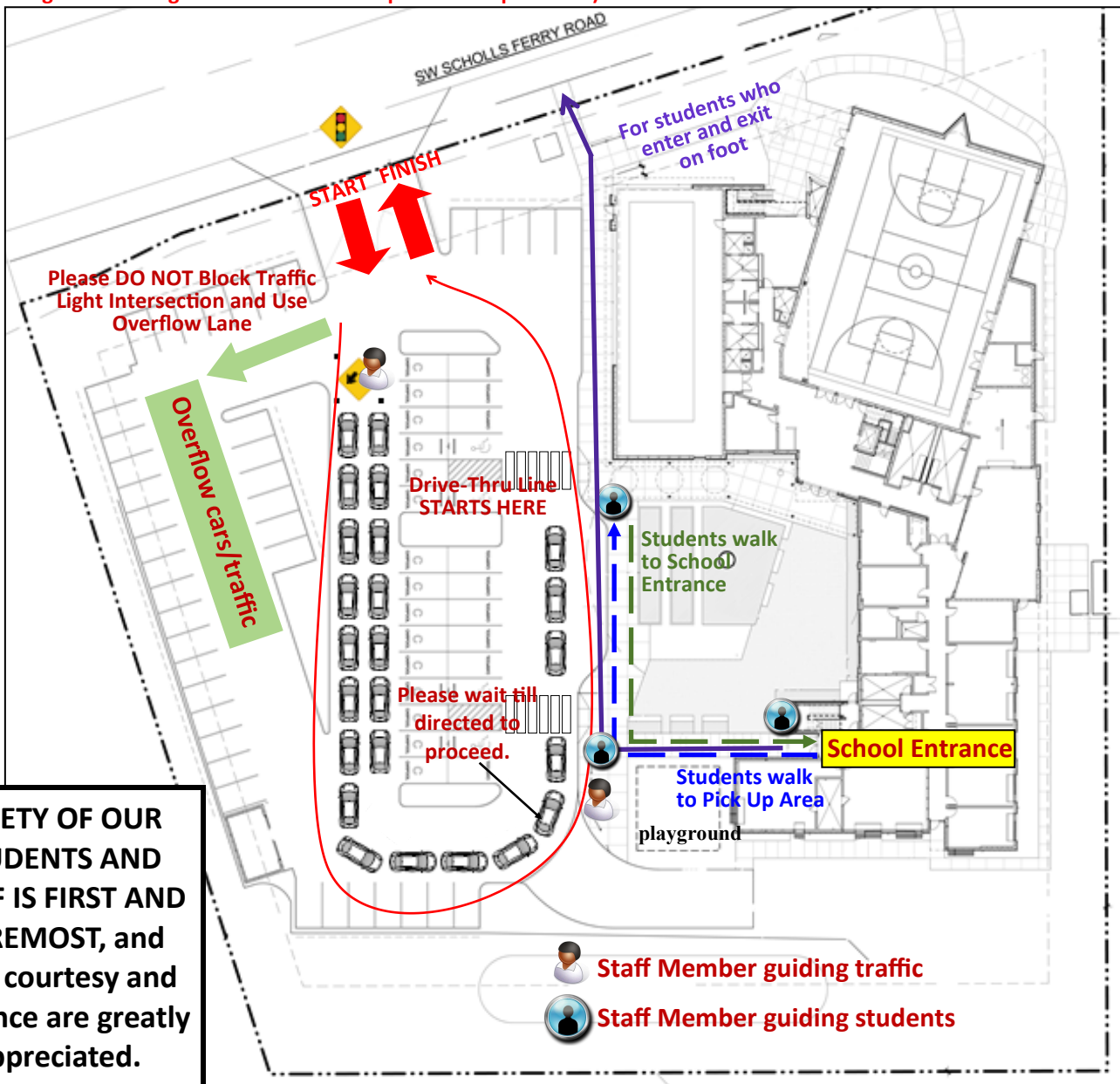
3:20 p.m. thru 3:45 p.m.

LATE FEES APPLY after 3:45 p.m.

Parents, please follow the drive-thru loop shown below and stay in your cars during designated drop-off and pick-up times. Students will have their backpacks, lunchboxes and jackets and will be guided by staff members into and out of the school building as shown on the diagram below.

NOTE to Preschool and Kindergarten Families only: Please use this procedure for morning drop-off only. For afternoon pick-up, please park and pick up your child at the School Entrance.

- Please enter the school parking lot and form a line or double-line (see diagram below). Please stay in line until directed by a staff member to proceed to the drop-off/pick-up area.
- If your child has forgotten something (i.e. planner, lunchbox, etc.) after you pick them up, you will have to make your way back to the parking lot, park, find the item, and then exit. Please do not hold the line.
- If you are carpooling or if someone else is picking up your child, please make sure that the driver knows about this procedure ahead of time and that the office knows that there is someone else picking up your child. **Children will not be released without parent authorization (please complete form).**
- Please have courtesy and do not cut into line.
- Teachers will be outside to help direct traffic. Please help them by following their directions. **Remember left turn signal out of MET campus YIELDS to oncoming traffic.**
- **Watch OUT for PEDESTRIAN TRAFFIC entering and leaving campus, AND pedestrian crossings (form needed if child is arriving to or leaving school on foot or via public transportation).**



SAFETY OF OUR STUDENTS AND STAFF IS FIRST AND FOREMOST, and Your courtesy and patience are greatly appreciated.