

**IMPORTANT INFORMATION**  
**DROP-OFF AND PICK-UP PROCEDURES**  
**2021 - 2022 SCHOOL YEAR**

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Safety is our primary concern when we consider adjustments to our student drop-off and pick-up procedures. We ask for your patience and cooperation to ensure children are dropped-off and/or picked-up safely each day. A map has been provided on the back to help explain our new procedure.

**Student Drop-Off Procedures**

- Drop-off of students in the morning will be unchanged. Parents may drop off their child in front of their child's respective building, using the access roads. Parking lots will not be opened for parents to park. Buses will drop off Middle and High School students in front of the MS/HS and then move to the rear of the building to drop off Elementary School students.

**Student Pick-Up Procedures**



- To reduce the number of cars coming to our campus to drop-off and pick-up students, we have identified three locations within the City of Juneau as bus stops:
  - Dollar General,
  - City of Juneau Park where there is ample parking for parents to wait and a shelter during inclement weather, and
  - Fairfield Avenue in front of the Juneau Public Library.
- If you plan on having your child picked-up or dropped off at any of these three locations, please call Lamers Bus Company at (920) 386-2200.
- For parents / grandparents who decide to come to the campus, the Juneau Police Department will enforce the “no parking zone” on South Western Avenue back to Highway 26. Overflow of cars will be moved up South Street.
  - To protect the safety of our bicyclists and walkers heading up South Street to Fairfield Avenue, we will direct all traffic to leave our campus by turning right onto South Western Avenue and then using either Cross or Kindt Streets to access Fairfield Avenue or Main Street.
  - This traffic flow will create the safest environment of all students and efficiently move cars into, and then off of, our campus.
  - At the end of the day, buses will line up in front of the Elementary School and then move to the front of the Middle and High School. There may be times when construction at the rear of the building may require the buses to exit by driving through the MS/HS parking lot.

Finally, school employees (e.g., custodians, coaches) will be allowed to enter at the second entrance to park in the MS/HS parking lot. Placards will be created and placed on the dashboard to allow a visual cue for anyone helping with the traffic flow.