

# **Car Pick-Up/Drop-Off Procedures**

## **New Holstein Elementary School**

### **Before School**

There is **NO supervision** until **7:30 am**. Parent drop off is in the front circle. Please do not get out of the car when dropping off. This will help keep the traffic moving and students safe. Students will be outside on our west side playground until 7:50 am. All bus students will be dropped off on **Washington St.** on the east side of the school. **4K students ONLY** can use the west side parking lot and walk your child to the office.

### **After School**

ALL parent pick up will be on Washington St. any time after **3:00 pm**. There is NO office parent pick up after 3:00. All parents and students will be directed to the parent pick area on Washington Street. Students can only be picked up in the office for appointments or emergencies. PLEASE, do **not** use the circle in the front of the building for parent pick up or drop off.

**In order to provide adequate time to notify school personnel, any changes to Pick-Up / Bus Transportation for the day, needs to be called in before NOON, of the end of day dismissal.**