

Wahsatch Building Arrival/Dismissal Procedures

Arrival: Drop-off is from 7:35 A.M. to 8:05 A.M. Do not drop off students prior to 7:35 A.M. as there will be no staff supervision before this time. Parents arriving late must come into the building and sign their child in at the front office. **Non-staff members are not permitted to enter the building, except to sign in a late student, before the start of school, during morning car line, or fifteen minutes after the end of morning drop-off.** Always walk your child to and from the building using the crosswalks. Students may be dropped off in carline or walked into the main playground to enter through the designated door.

Dismissal: Pick-up is from 3:20 P.M. to 3:50 P.M. Monday – Thursday and from 1:35 P.M. to 2:05 P.M. on Friday. After this window of time, parents must come into the building and sign out their child at the front office. Children may be picked up from the carline or from the main playground. Parents should give their carpool number to the staff member facilitating pick up and wait for their child to come to them. Students who are not picked up by the end of dismissal are escorted to the office (late fees will apply). **Non-staff members are not permitted to enter the building, except to pick up their child late, unless by appointment during or after pick-up times.**

Wahsatch Building Carline Procedures

You **must** adhere to the following procedures when using the carline:

- The carline flows from west to east directly in front of the school building and turns RIGHT into the student drop-off/pick-up lane on the east side of the building. No left turns from westbound St. Elmo Street into student drop-off/pick-up lane in the driveway east of the building.
- Please pull into the student drop-off/pick-up lanes in the driveway on the east side of the building and on Wahsatch Avenue. Do not let your child get out of the vehicle on St. Elmo Street.
- **Stay in your vehicle at all times.** A staff member will come to retrieve your child from your vehicle, so please make sure they have their belongings gathered and are ready to exit from the right-hand side.
- Children should exit and enter the vehicle on the right side of the vehicle. If this is not possible, please park and walk children in.
- Turn right onto Wahsatch Avenue when exiting the drop-off/pick-up lane. No left turn onto Wahsatch Avenue when exiting the drop-off/pick-up lane from the driveway east of the building.

Wahsatch Building Parking Procedures

You **must** adhere to the following procedures when parking:

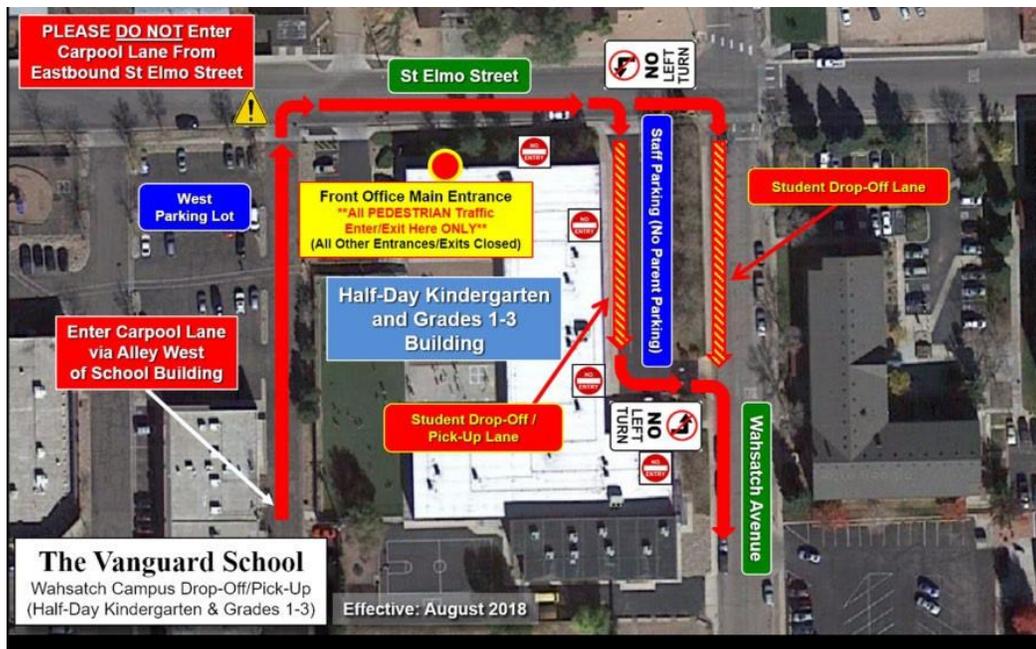
Where parking is allowed:

- On St. Elmo Street before the school (not in carline or small spot between the two parking lots).
- On St. Elmo Street after Wahsatch Avenue.
- On the east side of Wahsatch Avenue (please adhere to the no parking areas and handicap areas).
- In the parking lot on the west side of the building by the shopping center.
- Always walk your child to/from the building, using the crosswalks.

Where parking is not allowed:

- In the staff parking lot where the drop-off/pick-up area is located for carline.
- In any other facility's parking lot that is not associated with the school.
- In spaces reserved for the handicapped without proper authorization.
- Anywhere in the alley to the west of the grades K-3 (Wahsatch) building and between the shopping center and our school (where cars line up for drop-off and pick-up times).
- On the west side of Wahsatch Avenue (north of St. Elmo Street).
- Anywhere in the St. Joseph's church parking lot.
- Anywhere that states parking is prohibited by law.

Wahsatch Building (Half-Day Kindergarten and Grades 1-3)



Drop-off and Pick-up Map

Southern Cross Building Arrival/Dismissal Procedures

Arrival: Drop-off is from 7:35 A.M. to 8:05 A.M. Do not drop off students prior to 7:35 A.M. as there will be no staff supervision before this time. Parents arriving late must come into the building and sign in their child at the front office. **Non-staff members are not permitted to enter the building, except to sign in a late student, before the start of school, during morning car line, or fifteen minutes after the end of morning drop-off.** Always walk your child to and from the building using the crosswalks. Students may be dropped off in carline or walked into the main playground to enter through the designated door.

Kindergarten Train: If a child at Southern Cross has a sibling at Wahsatch, the child may join the Kindergarten Train to be walked from Wahsatch to Southern Cross in the morning or back in the afternoon. Students walking in the morning should be dropped off at Wahsatch no later than 7:50 A.M. Students signed up for the train are walked from Southern Cross to Wahsatch at the end of the day. If you see your child walking, please give your carline number to our staff and wait for your child to be released to you; do not take your child from the line.

Half Day Kindergarten Dismissal: Pick-up is from 11:45 A.M. to 12:00 P.M., Monday through Friday. If you arrive after 12:00 P.M., please park and walk in the front entrance to pick up your child. Students who are not picked up by the end of dismissal will wait at the front office (late fees will apply). **Non-staff members are not permitted to enter the building, except to pick up their child late, unless by appointment during or after pick-up times.**

Dismissal: Pick-up is from 3:20 P.M. to 3:50 P.M. Monday – Thursday and 1:35 P.M. to 2:05 P.M. on Friday. After this window of time, parents must come into the Southern Cross building and sign out their child at the front office. Students who are not picked up by the end of dismissal time are escorted to the Southern Cross Building front office area (late fees will apply). **Non-staff members are not permitted to enter the building, except to pick up their child late, unless by appointment during or after pick-up times.**

Southern Cross Building Carline Procedures

You **must** adhere to the following procedures when using the carline:

- Southern Cross Carline begins on southbound Wahsatch Avenue and continues onto westbound St. Elmo Street.
- Enter the drop-off/pick-up area from the westbound lane on St. Elmo Street. **DO NOT** enter Carline Lane from eastbound St. Elmo Street.
- Please pull into the student drop-off/pick-up lane directly east of and adjacent to the Southern Cross kindergarten building.
- Children should exit and enter the vehicle on the passenger side of the vehicle. If this is not possible, please park and walk children in.
- Stay in your vehicle at all times. Please DO NOT let your child get out of the vehicle. A staff member will come to retrieve your child from your vehicle; please make sure they have their belongings gathered and are ready to exit from the right-hand side.

Southern Cross Building Parking Procedures

You **must** adhere to the following procedures when parking:

Where parking is allowed:

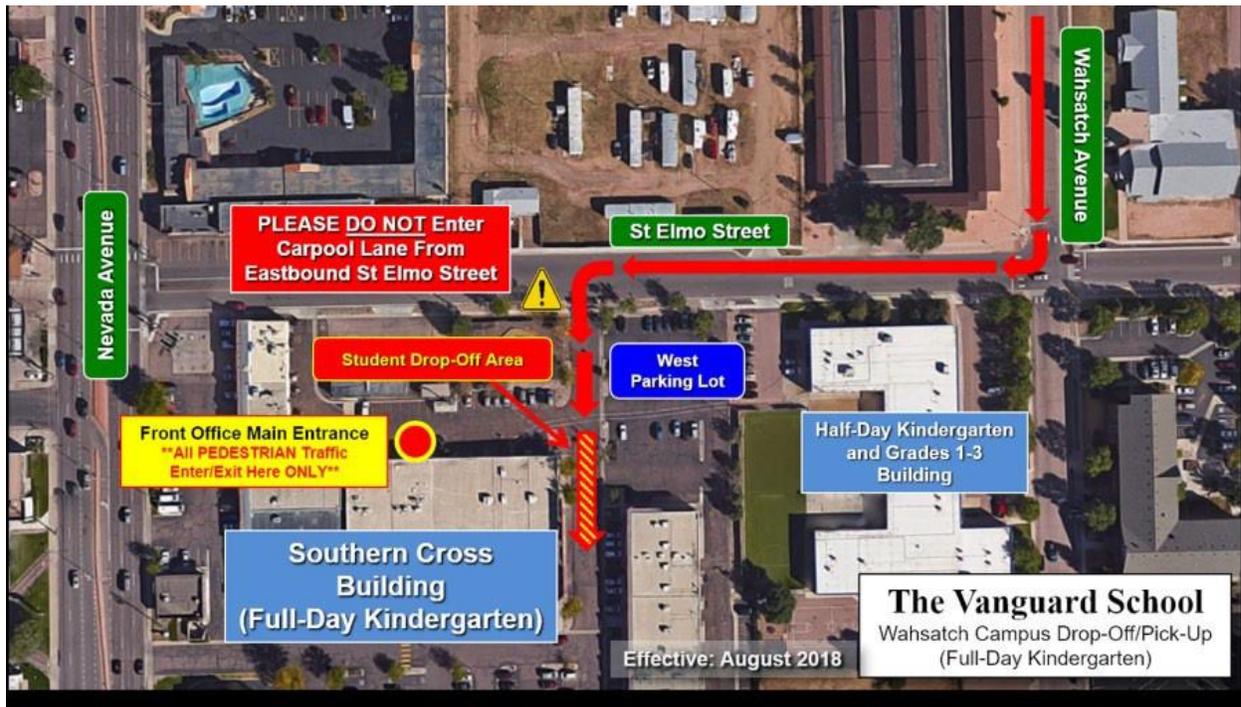
- On St. Elmo Street before the school (not in Carline or small spot between the two parking lots).
- On St. Elmo Street after Wahsatch Avenue.

- On the east side of Wahsatch Avenue (please adhere to the no parking areas and handicap areas).
- In the parking lot on the west side of the building by the shopping center.
- Always walk your child to/from the building, using the crosswalks.

Where parking is not allowed:

- In the staff parking lot where the drop-off/pick-up area is located for Carline.
- In any other facility's parking lot that is not associated with the school.
- In spaces reserved for the handicapped.
- Anywhere in the alley to the west of the grades K-3 (Wahsatch) building and between the shopping center and our school (where cars line up for drop-off and pick-up times).
- On the west side of Wahsatch Avenue (north of St. Elmo Street).
- Anywhere in the St. Joseph's church parking lot.
- Anywhere that states parking is prohibited by law.

Southern Cross Building Drop-off and Pick-up Map



Corona Campus Arrival/Dismissal and Carline Procedures

Grades 4-6 Drop-off and Pick-up

Arrival: Drop-off is from 7:30 A.M. to 8:00 A.M. Please do not drop off students prior to 7:30 A.M. as there will be no staff supervision before this time. Parents arriving late must come into the building and sign in their child at the front office. **Non-staff members are not permitted to enter the building, except to sign in a late student, before the start of school, during morning car line, or fifteen minutes after the end of morning drop-off.** Always walk your child to/from the building using the crosswalks.

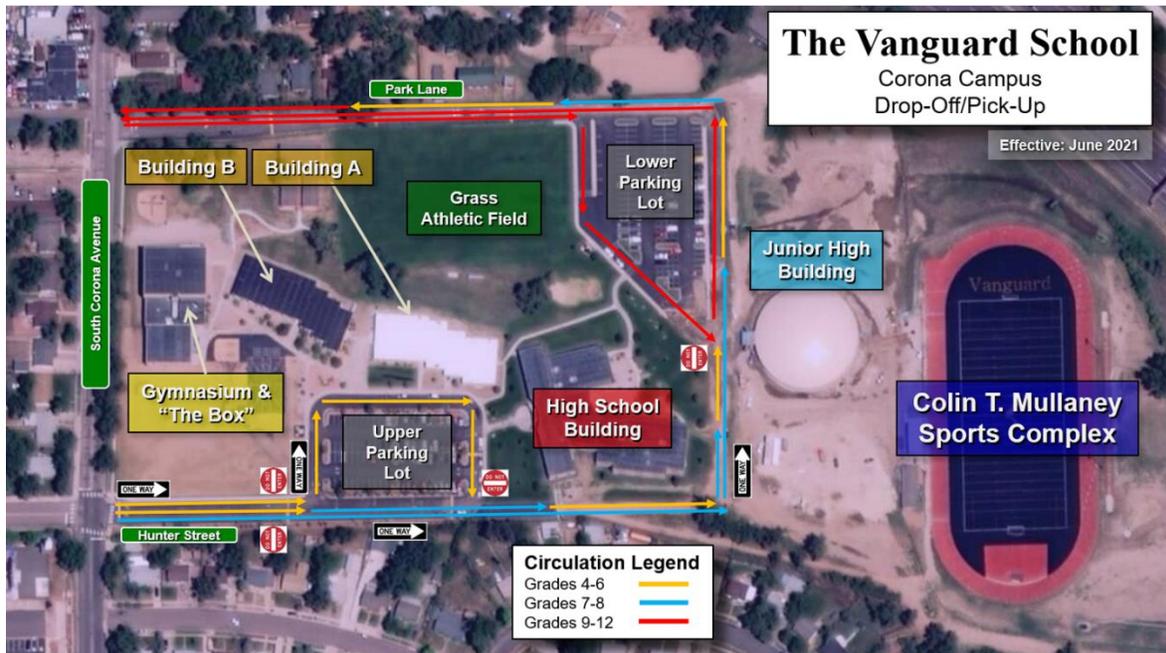
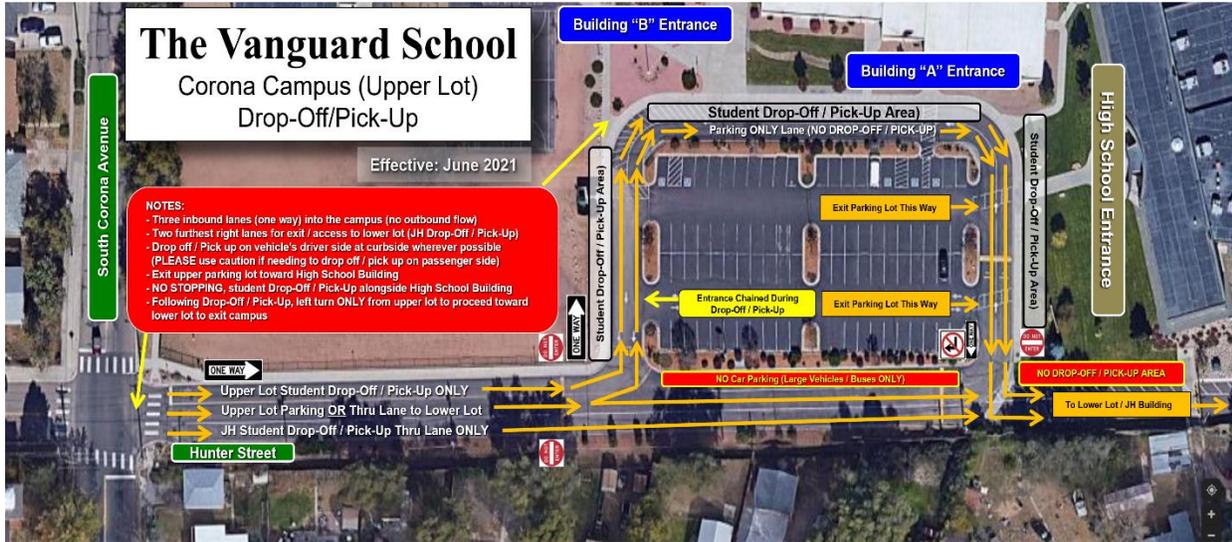
Dismissal: Pick-up is from 3:15 P.M. to 3:45 P.M., Monday through Thursday and from 1:30 P.M. to 2:00 P.M. on Friday. Parents arriving after these times must come into the building and sign out their child at the front office. All students (including those with siblings) should be picked up at their respective campus, as there will be no walking between campuses. **Non-staff members are not permitted to enter the building, except to pick up their child late, unless by appointment during or after pick-up times.**

Procedure: When driving into the upper-level parking lot, there are three in-bound only lanes (there is no longer an exit lane at this location). The grades 4-6 carline lane is the far left in-bound lane, and cars should turn into this lane immediately from Corona Avenue. The middle lane provides access to the upper parking lot and can be followed forward as a thru-lane to the lower parking lot. The far-right lane is the Junior High carline lane.

All upper elementary traffic (carline and parking lot) now enters by turning left into the first access point and travels clockwise (prior traffic flow was using second entrance and traveling counterclockwise). All traffic exits at the east end of the parking lot and turns left, traveling down to the lower lot to exit campus. Exiting from the lower lot onto Corona Avenue during drop-off/pick-up is right turn only.

The drop-off and pick-up zone for these grades is along all curbed areas in front of the High School, Buildings A and B, and along the dirt lot. Vanguard School staff will be present to assist your child in getting out of and into your vehicle. **PLEASE NOTE: based on the new traffic pattern, children should exit vehicles from the back seat on the driver's side to avoid exiting into a thru-lane.** Families may utilize any area where there is sidewalk space for drop-off and pick-up, but please remember to pull as far forward as possible when doing so. For the safety of our students, please do not drop off or pick up children in the right lane. If you wish to park and drop off or pick up your child(ren), utilize the appropriately marked crosswalk areas and accompany your child(ren) to and from the school building(s).

Walking Permission Dismissal: Parents who wish to meet their child(ren) at a family designated location off campus may fill out and turn in a Walking Permission form for their child(ren). **All students with Walking Permission forms completed and turned in will be released from their homeroom at 3:35 P.M. (1:50 P.M. on Friday) to walk directly to their designated pick-up location.**



Grades 7-8 Drop-Off and Pick-Up

Junior High will now be utilizing the carline system for school dismissal.

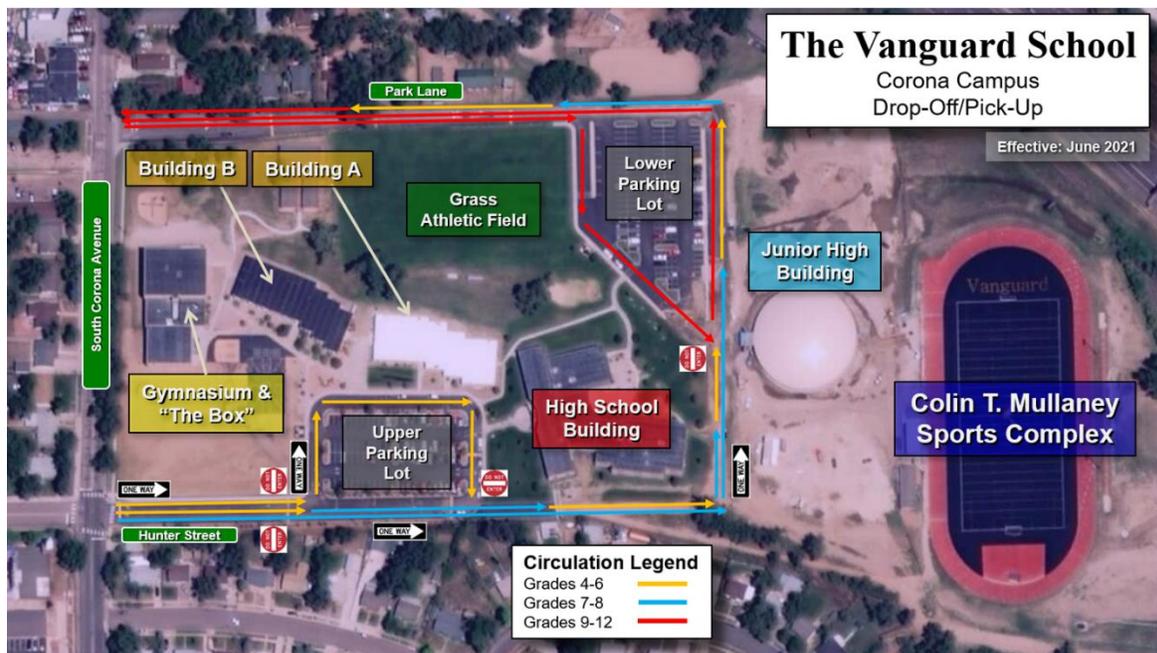
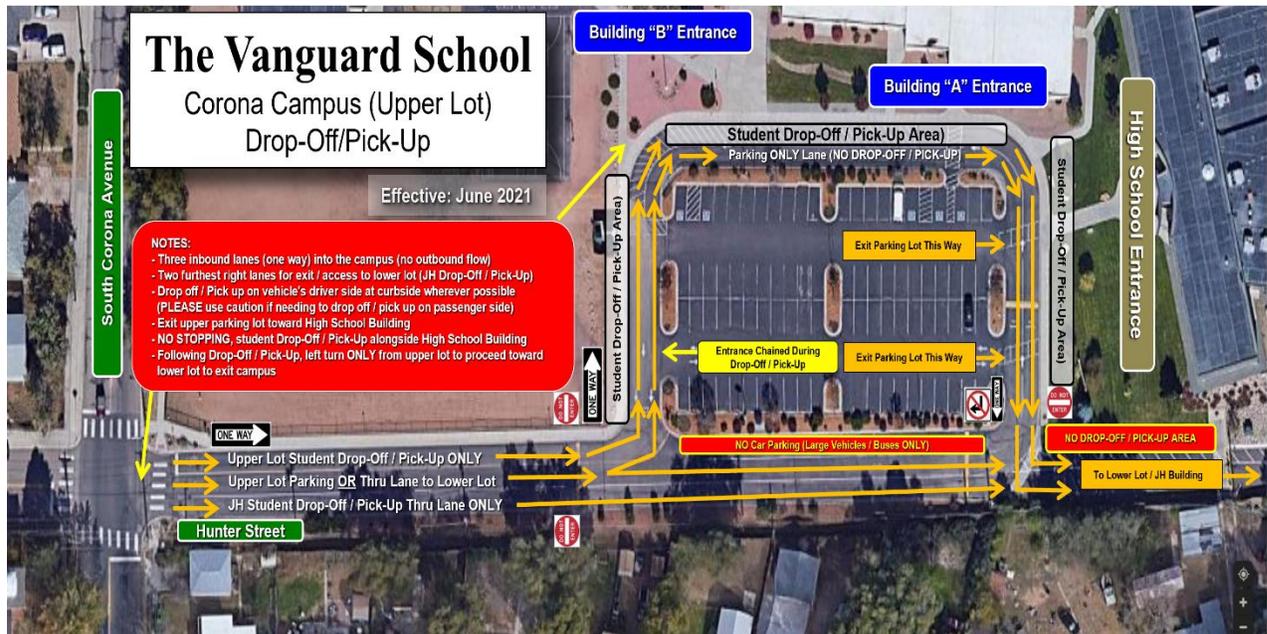
Arrival: Drop-off is from 7:45 A.M. to 8:15 A.M. Please do not drop off students prior to 7:45 A.M. as there will be no staff supervision before this time. Parents arriving late must come into the building and sign in their child at the front office. **Non-staff members are not permitted to enter the building, except to sign in a late student, before the start of school, during morning car line, or fifteen minutes after the end of morning drop-off.**

Carline Dismissal: Pick-up via carline number is from 3:30 P.M. to 4:00 P.M (1:45 P.M. – 2:15 P.M. on Friday). **Non-staff members are not permitted to enter the building unless by appointment during or after pick-up times.** As parents enter the JH carline lane, described below, a staff member will enter carline numbers which will populate in student homerooms, dismissing students to the JH carline. Students will exit the Dome and proceed directly to cars in the JH carline. **Families with children in multiple locations will use the same carline number.** JH students may be picked up in the upper lot with younger siblings or in the high school carline with older siblings, as arranged with the administration.

Procedure: When driving into the upper-level parking lot, there are three in-bound lanes. Cars dropping off junior high students should turn into the far-right lane. Proceed down the road without passing until making the northward turn at the bottom of the hill toward the Junior High Dome. Drop-off and pick-up can begin as soon as the sidewalk begins and can occur all along the paved sidewalk area.

Cars wishing to park should enter the upper parking lot utilizing the middle lane and then utilize the left lane that leads to the lower parking lot. Cars that have completed drop-off/pick-up may exit using the left-hand lane and proceed by departing via the lower lot. The exit lane for junior high carline merges with the exit lane for the high school carline as well as traffic exiting from the upper lot, so exercise extreme caution at all times. Exiting from the lower lot onto Corona Avenue during drop-off/pick-up is right turn only.

Walking Permission Dismissal: Parents who wish to meet their child(ren) at a family designated location off campus may fill out and turn in a Walking Permission form for their child(ren). **All students with Walking Permission forms completed and turned in will be released at 3:45 P.M. (2:00 P.M. on Friday) to walk directly to their designated pick-up location.** Students are not permitted to remain on campus outside of supervised after-school activities.



Grades 9-12 Drop-Off and Pick-Up

Arrival: Drop-off is from 7:45 A.M. to 8:15 A.M. Please do not drop off students prior to 7:45 A.M. as there will be no staff supervision before this time. Parents arriving late must come into the building and sign in their child at the front office. Self-driving students arriving late must always sign in at the front office before going to class. **Non-staff members are not permitted to enter the building, except to sign in a late student, before the start of school, during morning car line, or fifteen minutes after the end of morning drop-off.**

Dismissal: Pick-up is from 3:30 P.M. to 4:00 P.M Monday through Thursday whereas Friday pick-up is from 1:45 P.M. to 2:15 P.M. Non-staff members are not permitted to enter the building unless by appointment during or after pickup times.

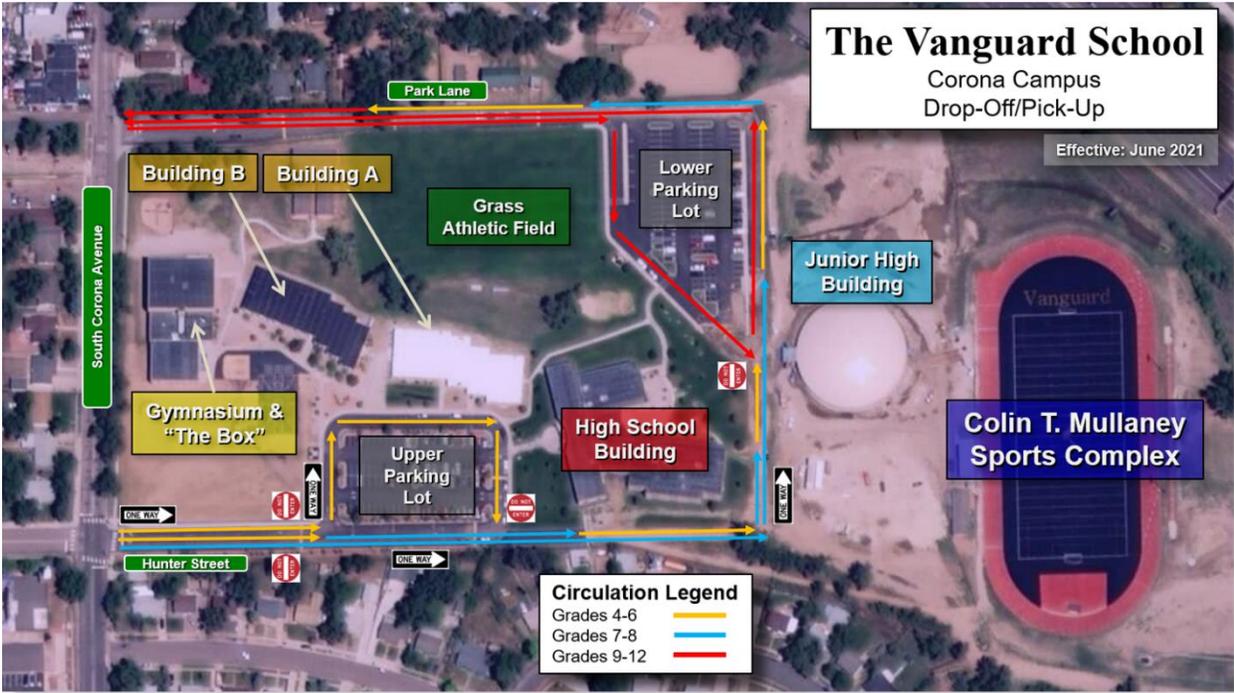
Procedure: Access the lower-level parking lot by taking Corona Avenue to the northern border of the Corona Campus and turning onto Park Lane. From there, follow the road and turn right to follow along the curb where you may drop off your child(ren) wherever curb space is available. Please make sure to pull as far forward as possible. Please be cautious of pedestrian's using the crosswalk leading from the lower lot to the high school. Slow speeds and alert driving are requested, particularly during times of heavy foot traffic right before and after school.

Cars wishing to park during drop-off or pick-up times, should enter the upper lot utilizing the middle lane which serves as a thru-lane all the way down to the lower lot and into the parking areas. The exit lane for the high school carline merges with the exit lane for the junior high and traffic exiting from the upper lot. High school families should yield accordingly and exercise extreme caution at all times. Exiting from the lower lot onto Corona Avenue during drop-off /pick-up is right turn only.

General Information and Reminders

- The front (west) doors to The Vanguard School High School building (facing the upper-level parking lot) will be locked until 8:30 A.M. All student arrivals must enter from the lower-level lot.
- For children's safety, there are to be no drop-offs or pick-ups on the access road leading to the lower-level parking lot (adjacent to the grass athletic field).
- Corona campus upper lot has changed to three lanes of enter-only traffic, with entrance to the parking area using the first left turn and traveling clockwise. All high school visitors using the upper lot must now exit by turning left out of the parking lot and following the thru lane to the lower lot exit. Observe and follow the directions of our crossing guards at all times. This applies whether you are a driver or pedestrian, and whether you are a parent or child.
- Drop-off and pick-up should occur only within carline or a designated parking space.
- Crossing on the street or within parking lots may only occur in designated crosswalks.

Corona Campus (Grades 4-12) Drop-off and Pick-up Map



Corona Campus – Lower Lot Drop-off and Pick-up Map

