

# MARKHAM ELEMENTARY DROP-OFF & PICK-UP PROCEDURES

Dear Parents,

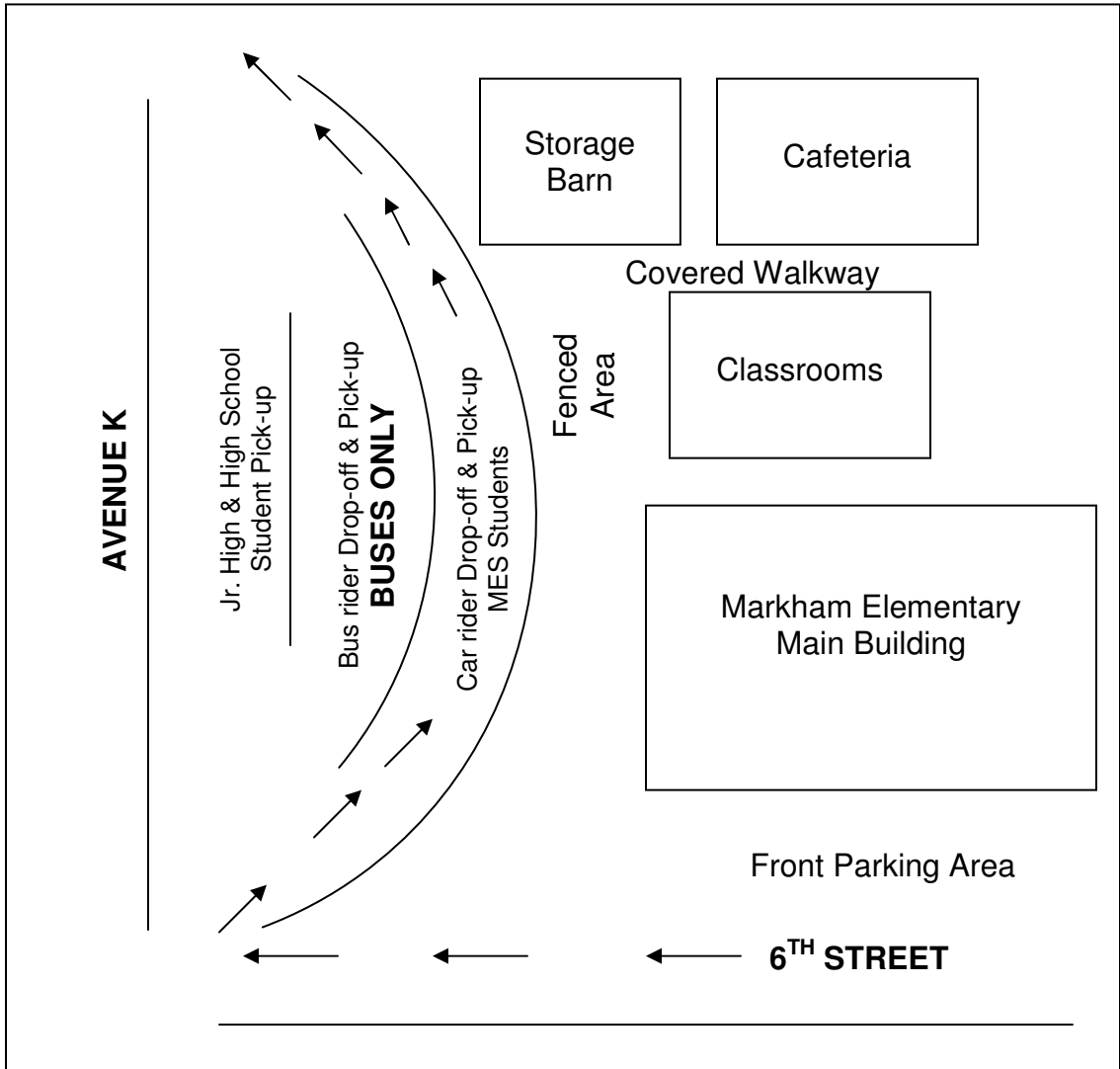
The faculty and staff of Markham Elementary want to welcome you and thank you in advance for helping to make this school year a successful and safe experience for all students. To ensure the safety of all students, we are providing car rider pick up information and a map illustrating the proper procedure for dropping off and picking up students. Parents are expected to follow these procedures and work respectfully with teachers and other staff members who are in charge of enforcing the procedures.

## **PROCEDURES:**

- The drop-off and pick-up area is located on the west side of the campus (see map on back). For the safety of your child and others, please do not utilize any other area on campus to drop-off/pick-up your child.
  - School doors open at 7:30 and school begins at 8:00.
  - Students in Kindergarten, 1<sup>st</sup> and 2<sup>nd</sup> grades will be dismissed at 3:00.
  - All other grade levels will be dismissed at 3:30.
- In order to maintain a smooth flow of traffic, we ask that you please not get out of your car as this will block traffic.
- When picking up students, parents will need to use a placard for their car window that shows the child's name and grade level. Make sure the placard is visible in the passenger window as you arrive to pick up your child. This will help our staff to locate your child more quickly.
- Students will not be allowed to run across the parking lot to your car. For the student's safety, they are picked up in the car rider line only.

Your patience and assistance with this process is greatly appreciated.

Thank you,  
Markham Elementary Staff



AVENUE K

Jr. High & High School  
Student Pick-up

Bus rider Drop-off & Pick-up  
**BUSES ONLY**

Car rider Drop-off & Pick-up  
MES Students

Storage  
Barn

Cafeteria

Covered Walkway

Classrooms

Markham Elementary  
Main Building

Front Parking Area

6<sup>TH</sup> STREET