



Landmark Preschool - Bedford Campus

DROP OFF/PICK UP PROCEDURES

2019 - 2020

Landmark Preschool provides an assisted morning drop-off from 8:45 am - 9:00 am. On visitation day you will be given a nameplate (one per family) with your child's class information. Please prominently display this placard on your vehicle dashboard for security reasons and to facilitate the staff's monitoring of the parking lot procedures.

When dropping off, please pull your vehicle to the head of the drop-off line and always put your car in park while waiting for a faculty member to greet you. **Do not get out of your vehicle.** A staff member will open the car door, take your child's hand, and guide him/her to his/her respective classroom. It is helpful and safer if children can exit your vehicle from the side adjacent to the building (passenger side backseat). Please make sure that car seats are situated accordingly. Once a staff member greets and has your child, drive away as soon as is safely possible so the next car can pull forward. Please be aware when you are driving on school grounds that children can make unpredictable, quick movements and could dart in front/back of your moving vehicle. **Always proceed with caution and drive slowly.**

If you are arriving after 9:00am, you will need to park in a designated parking space and escort your child into his/her classroom.

There is absolutely NO PARKING in the drop-off line. If you wish to speak with a teacher, or if you choose to walk your child into class, you must park your vehicle in a designated parking space. Please turn off your engine and do not leave your child(ren) and/or keys in the car.

DROP-OFF TIME

8:45-9:00am (staff assisted)

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PICK-UP TIME

11:45-12:00pm (park & walk in)

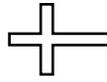
11:45-12:00pm (park & walk in)

LANDMARK
PLAYGROUND

CAR PARKING

DROP OFF POINT

LANDMARK PRESCHOOL



BEDFORD
PRESBYTERIAN
CHURCH

Landmark
PRESCHOOL

EXIT

ENTER

MINISTRY
HOUSE

CAR PARKING

GRAVEL AREA

VILLAGE GREEN