

# Drop off & Pick up Procedures

## Lampeter SACC drop off Procedures

- Park in the loop (before 8am) or parking lot, please turn off the car.
- Bring your child to the SACC door and ring buzzer, when needed.
- Staff will meet you and let you in the entrance to sign your child/children in (please stay in the entrance area).

## Lampeter SACC Pick up Procedures

- Park in the parking lot till 4 pm.
- At the SACC door, ring the buzzer when needed.
- Staff will bring your child/ children to the entrance for you.
- Please stay in the entrance to sign them out (time and initial).

**Before 3pm, If there is a color flag hanging outside.**

**(Red- Kindergarten, Blue- 1<sup>st</sup> & 2<sup>nd</sup>)**

- Meet the staff with the iPad on the playground.
- Sign your child/children in/out as usual.



**Photo ID is required for everyone picking up a child.  
NO identification, NO Release!**