



# Francis Howell Central

## Parent Drop-off/ Pick-up Procedures

It is important to know that both FHC and Saeger Middle school are located on the Cottleville campus and will begin and release their academic day within 10 minutes of each other. With this understanding, the volume of traffic will be significant and require a great deal of patience. In an effort to ensure the safety of all students as well as to prevent the least amount of disruption to the flow of traffic at Francis Howell Central High School, we are asking all parents to familiarize themselves with the drop-off/pick-up procedures below.

### **Student Drop Off: (School Day Begins at 7:20)**

1. From Highway N, parents will turn onto Spartan Dr. and make the first left into the student parking lot.
2. Students should be dropped off along the curb closest to the building.
3. Parents should then proceed forward and turn left using the main entrance to exit the campus on Hwy N.

### **Student Pickup: (Traditional Release- 2:20 / Early Release Wed. 1:35)**

1. All parents attempting to pick students up after school should enter the campus using the Main Dr. from Hwy N.
2. Parents will then be directed by the school security team into lines off to the side off the busses.
3. All cars will then be released by the school administrative team in a safe and orderly fashion.

### **General Information:**

1. Be patient, be alert
2. Follow the direction of the parking lot/traffic volunteers
3. Be respectful of other drivers
4. Please stay off of your cell phone while driving on campus

5. The drop-off/pick-up zone is for dropping off and picking up students only. Conversations should be held elsewhere; please be aware of other families who are waiting patiently.

For questions, please contact the parking office at 636-851-4586.  
Thank you for your support while keeping our campus safe.