

# HMS Car Rider Drop Off and Pick Up



## Drop Off Procedures.

Students may be dropped off before school from 7:15 to 7:45 each day. The building opens at 7:30 each day and classes begin at 7:45. Please drop off your student at least 5 minutes before the school day begins.

When **dropping off** your student at Heritage MS in the morning you will enter the campus on the east entrance off of Kansas Street. As cars file in they will form two lanes. Cars should stop at white crosswalk at the center of the building. **Release your riders in the yellow striped zone. This should be 4 to 5 car links from the crosswalk.** Students in the right lane should walk up the east side walkway to the crosswalk and cross behind the crossing guard. Students in the left drop off lane should exit the vehicle and cross in front of your car to the side walk closest to the building.

Students wishing to eat breakfast may enter by the cafeteria doors as early as 7:15. The cafeteria doors open at 7:15 for students that want to eat breakfast.

Students that have a pass to meet with a teacher may enter through the cafeteria doors, or may enter through the main entrance on the east side. (Center set of stairs)

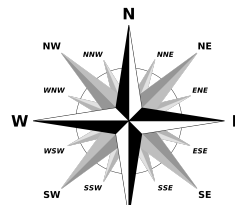
In the event of inclement weather or very cold conditions, prior to 7:30, please have your student go to the cafeteria entrance and come inside. (Located on the east side, last set of stairs)

Please be patient with the drop off line, especially the first week of school as everyone gets used to the flow of traffic.

**DO NOT DROP OFF ON THE WEST SIDE OF THE BUILDING BY THE FOOTBALL FIELD OR THE NORTH SIDE OF THE BUILDING. BUSSES ARE LOADING AND UNLOADING. NO VEHICLES ALLOWED.**

Liberty Police department has deemed the four streets immediately surrounding HMS , Kansas street, North Ridge Avenue, College street, and Fairview Avenue as **NON-DROP** off areas. Please do not drop off on these streets. This could result in serious injury. Side streets where

street parking is allowed are appropriate as long as there is a safe area to pull over and park to let them out. **A good rule of thumb is to never stop on a street unless there is actually parking available on that street. This allows for safe exit and entry into a vehicle. Always encourage your student to use the sidewalk and available crosswalks to access campus.**



**Walkers:** Student walking onto campus. Please use available crosswalks on any of the four corners of the HMS Campus. **WARNING** Do not allow your students to cross in the middle of the street.

#### **Pick up Procedures:**

Pick up line is the right lane ONLY. The left lane is for cars to pass through who have their student or are going to park. Students will be released from school at 2:50. Students should be picked up by 3:00 p.m. unless they are staying with a teacher.

Visitor parking is available on the east side of the building. This is the only entry point for parents to pick up their student during school hours.

**Athletes** should be picked up after practice on the west side by the football field.