

Dear Parent/Guardian,

Please take a look at the Student Transportation Options grid below. In hopes that we can transport as many students as possible to/from school safely, we ask that families adhere to our recommendations for student drop-off and pick-up routes and locations as outlined below. Students will not be allowed into the building prior to 7:55 a.m. Any students with a special circumstance that are allowed into the building prior to 7:55 are asked to report directly to our cafeteria until the 7:55 a.m. bell dismisses them to their lockers. Additionally, if your family needs to transport your student(s) and knows of a relative/friend/neighbor who also has a student at West, please consider car-pooling, as this could increase our efficiency and reduce the amount of traffic at our school. If you are a returning family, you will notice that we have routed cars through the parking lot directly behind the school and along the previous drop-off and pick-up route. If you are picking your student up after school, please [click this link](#) for a more detailed diagram and description of our after school student pick up process.

<p>Your student rides the bus:</p> <ul style="list-style-type: none">• Drop-off and pick-up will be outside of Doors H and I on the East side of MSW.• Busses will be waiting in the East Parking Lot• Bus route numbers will be posted in the front window.• Students will enter the building using Doors H & I on the East side of MSW.	<p>Your student walks or rides bike:</p> <ul style="list-style-type: none">• Enter the building using Door B• Utilize crosswalks.• Follow the direction of the School Crossing Guard (when available).• Walk on sidewalks once on school property (including those who ride bike).
<p>You drop your student off before school:</p> <ul style="list-style-type: none">• Enter drop-off route on the West side of the school building – follow route signs.• Pull forward to the Drop-off Sign before letting your student out at Door P, O or N.• There is one-way traffic when entering the drop-off loop on the backside of the school.<ul style="list-style-type: none">○ Keep the left lane open/do not drop off when in the left lane.○ Merge back into two-way traffic at the end of the loop.	<p>You pick your student up at the end of the day:</p> <ul style="list-style-type: none">• Enter pick-up route on the West side of the school building (stop-light side) and follow the route to the back (South) of the school building.• Park your car in the right lane along the entirety of the one-way traffic loop until you see your student come out of the building.• If the driving lane is backed up to the Overflow Parking Lot when you arrive, please consider pulling into this lot and begin forming new lines to ensure families coming after you are not stuck on 50th Street.

As in any safe transportation solution, we will still be relying on drivers and pedestrians to make good choices and we ask that you abide by our general safety guidelines below:

- Allow pedestrians to cross in front of your vehicle. Pedestrians always have the right of way in a parking lot or drop-off zone.
- Always use your turn signals, even when driving very slowly.
- Have your student organized and ready to exit the vehicle safely when entering the drop-off zone; parking in the drop-off zone for extended periods of time will increase general inconvenience.
- Have all passengers enter and exit the vehicle on the passenger side (sidewalk side) of the vehicle. If it is absolutely necessary to open the driver's side door, take extra precaution.
- Always look carefully, checking mirrors and "blind spots" before merging into traffic

Thank you in advance for helping to keep all of our students safe during the upcoming school year.

Lynn Jennissen, Assistant Principal