



SADDLE RIVER DAY SCHOOL

147 Chestnut Ridge Road • Saddle River, NJ 07458 • 201-327-4050 • www.saddleriverday.org

The text below was sent to all parents and guardians on August 29, 2024

August 2024

Dear SRDS Community,

We are excited to welcome our families back to the SRDS campus! In order to facilitate as smooth a drop-off as possible, we would like to send the following instructions:

Lower School Morning Drop-off:

- **Lower School will begin at 8:00am. Drop off is between 7:50am-8:00am.**
- During morning arrival, there will be two lanes designated to assist in the flow of traffic. **All Lower School families should use the RIGHT HAND LANE** for drop off at the Main Hall entrance. Please help keep the flow of traffic moving by pulling up as far as possible next to the sidewalk. Students will ONLY be permitted to exit from the right side of the car.
- We ask that car seats be on the passenger side whenever possible so teachers can assist students in getting out of the car as quickly and safely as possible.
- We ask that everyone exits the campus by making a **RIGHT TURN ONLY** during morning drop-off and afternoon pick-up.
- Please do not park in the drop-off/pick-up car line area *at any time* during the school day.
- ***Please note:** there is no scheduled adult supervision prior to 7:50am, so please do not drop your child/ren off at school before then. The only exception is for students arriving by bus.
- Families with siblings in the Middle or Upper School divisions may drop off all students at the same time (students may go to the Commons where they will be supervised until classes begin).

Middle & Upper School Morning Drop-off:

- **FOR THE FIRST DAY OF SCHOOL ONLY... MIDDLE & UPPER SCHOOL WILL BEGIN AT 8:45am; all students may go to the gym for assembly (normal drop off time will be 8:25am going forward).**
- During morning arrival, there will be two lanes designated to assist in the flow of traffic. **All Middle & Upper School families should use the LEFT HAND LANE** and proceed to the **upper field parking lot to drop off your child/ren.**
- Students may walk to their classrooms from the parking lot.
- For Upper School students who drive, designated parking areas are still in effect, per instruction from the Head of the Upper School. **At this time, only SENIORS will be allowed to drive and**



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park on campus; JUNIORS will be allowed to drive and park on campus after the 1st quarter ends.

- We ask that everyone exits the campus by making a **RIGHT TURN ONLY** during morning drop-off and afternoon pick-up.
- Please do not park in the drop-off/pick-up car line area *at any time* during the school day.
- Families with siblings in the Lower School division may drop off all students at the same time (Middle and Upper School students may wait in the North Hall Commons where they will be supervised until classes begin).

Afternoon Pick-up:

- **Pick-up for PreK3, PreK4 & Kindergarten is 2:50pm; Grades 1-4 is 3:00pm**
Pick-up for Middle/Upper School is 3:25pm.

Please adhere to the same lanes as drop-off: Lower School in the RIGHT HAND LANE; Middle & Upper School in the LEFT HAND LANE.

- If parents/guardians arrive early for pick-up in any division, we ask that you not park on the driveway; please park in the upper lot and wait until the students are dismissed and make the loop.
- Lower School students with siblings in the Middle or Upper School divisions may wait with their classroom teacher until the Middle/Upper School dismissal.

We thank you for your patience and cooperation as we implement these procedures in order to manage the drop-off process as effectively as possible.

SRDS Admin Team