

Student Arrival and Dismissal information

Pick-up and Drop-off Times: Using caution in the circular drive in front of the building is imperative. Please review the ACMS pick-up and drop-off procedures below. Students are allowed to enter the building at 8:00 AM at the band/gym hall doors. Teacher classrooms will be available to students at 8:15 AM. Parents are to pick up students within 15 minutes of dismissal from school or school-related activities. All students will need to leave campus by 4:25 unless they are with a staff member.

Carline for Drop-off and Pick-up

Staff and Bus Parking: The staff parking lot is for staff only. Please do not drop off or pick up your student in this area unless you have received permission from the Arbor Creek administration staff. The circle drive at the back of the building is for bus use only.

Morning Drop-off: All students arriving by car will be asked to enter through the band/gym hall doors. In the morning, the drive thru area has **two lanes** for moving traffic and one lane for students to utilize as they walk to a crosswalk. The far left lane is for dropping off students as well as the inside lane next to the curb. If you are dropping off your child, you should enter one of the two lanes immediately upon turning into the front drive. Please do not drive in the middle lane, as it will be blocked off. We also ask that you do not cut across the middle lane to drop off your child at the curb or use the middle lane to cut over to the left lane once you have dropped-off your child on the curbside. Stay in the same lane you entered the drive and follow the traffic flow as it proceeds thru the designated drop off area and past the second crosswalk. To avoid being rushed, please arrive with enough time to allow for traffic. Lastly, please be sure to pull all the way forward to the designated drop off area in the drive thru as to not hold up traffic.

Please be aware of the two crosswalk areas. The crosswalk areas need to be clear from vehicles at all times to allow for students to cross safely. Please make sure your child utilizes the crosswalk at all times and please watch for signals from the staff on duty.

If you are parked on Spurwood Dr. in the afternoon, be sure to have your child use the crosswalk to cross the street. The crosswalk was installed to allow for safe pickup on Spurwood. The police will be observing for any violations. Also, be sure you do not take up extra parking room on Spurwood, as the space to park at the curb is limited.

Afternoon Pick-up: In the afternoons, the right and left lanes are for picking up students. After you pick up your child from the designated pick-up area, you may drive into the middle lane to exit the drive thru the area. Please do not drive down the middle lane and then cut over to the right or left lane unless directed by a staff member. This is very dangerous and could cause an accident. If you are stopped in a lane waiting for your student, please watch the cars in front of you and pull forward as the cars move on in your lane. Pulling forward allows other vehicles to pull up that are behind you and minimizes the traffic that is waiting on Arbor Creek Drive to enter the driveway. Please watch for signals to pull up from the staff on duty. If your student is not ready for pick-up, please continue to drive through the pick-up line and re-enter the driveway if necessary. Looping around will keep traffic flowing and allow other parents to pick up their students who are waiting.

