

IMPORTANT – Parking Lot Procedures

One of our top priorities at Mill Creek Elementary is to keep our students safe during morning drop off and afternoon pick up.

The following are common violations to our parking lot procedures:

- Drivers wanting to drop off students in the middle of the parking lot.
- Students crossing the parking lot without an adult escort.
- Parents signaling students to cross the parking lot by themselves to enter cars at pick up.
- Parents allowing their children to run ahead of them and not staying with them in the parking lot.
- Drivers dropping students off outside the drop off zone in the back of the teacher parking lot.
- Drivers talking on phones and/or speeding in the parking lot.
- Drivers stopping and getting out of their cars in the kiss-n-go lane.
- Drivers using the handicap spaces to drop off students.
- Drivers double parking in the parking lot.
- Drivers turning left from 148th street into the Kiss-And-Go lane.
- Drivers turning left out of the parking lot between 8 and 10 a.m. and 2 and 4 p.m.

These practices are dangerous and not allowed. We ask that you review the procedures below and commit to driving safely when on school grounds.

School traffic can be challenging, Mill Creek is a large school, and we all share the roadway. Your support is appreciated, and we thank you for your patience as we work to make our parking lot safe for all students and drivers.

ARRIVAL PROCEDURES:

- Parents should not drop students off at school until 9:00 a.m. when supervision is available.
- We recommend students ride their assigned school bus to and from school. If it is not possible for your student to ride the school bus, there are two options for dropping off and picking up your student:
 1. Park your vehicle in an approved parking spot, not the area marked Staff Parking (to the left of the main parking lot) and walk your child across the crosswalk to the sidewalk.
 2. Use the Kiss-And-Go lane. When using the Kiss-And-Go lane, the driver must use a safe and slow approach in the lane. The driver must remain in the car. Students must be ready to unload from the passenger or sidewalk side of the vehicle only. The driver then immediately departs from the Kiss-And-Go lane using safe, attentive driving paying attention to adults and children crossing in the crosswalk before exiting the parking lot.
- The only access to the Kiss-And-Go drop-off lane will be from the west, by making a right-hand turn into the parking lot from 148th Street S.E. **You will not be able to access the Kiss-And-Go lane by making a left-hand turn.** The left-turn (Westbound) lane from 148th will only be used for cars that enter the parking lot to park their cars, and access to the Kiss-And-Go lane will not be possible.
- When exiting the parking lot there will be **no left turn allowed between 8 and 10 a.m. and between 2 and 4 p.m.**

DISMISSAL PROCEDURES:

- Student dismissal is at 3:30pm Monday thru Friday.
- Drivers may park in the lot and wait for students on the sidewalk out front. Parents must escort their children to the car. Students are not allowed to walk in the parking lot without an adult.
- All student departures should be completed by 3:45pm. After 3:45pm children will be escorted to the office to be picked up by their parents.

PLEASE:

- **DO NOT** use a handicap parking space unless you have the designated placard. These spaces are not to be used to pull into and drop off your students. If you are unable to get out of your vehicle and escort your student to the crosswalk, you must use the Kiss-And-Go lane.
- **DO NOT** use the identified reserved parking spaces.
- **DO NOT** cross the Kiss-And-Go lane except at the painted cross walk.
- **DO NOT** allow your student to walk across the parking lot without an adult.
- **DO NOT** use your phone, speed, cut in line, make left turns out of the parking lot or use any other unsafe driving practice. Please pay attention at all times.
- **DO NOT** drop off your student outside of the designated drop off zone.
- **DO NOT** double park, blocking other cars
- **DO NOT** turn left from 148th into the Kiss-And-Go lane.