

**Drop off / Pick up Transportation Protocols**  
**Accompsett Middle School**  
**Drop-Off and Pick-Up Procedures**

In an effort to create a safe and efficient drop-off and pick-up routine for our students, we ask that you follow the following guidelines:

**Drop Off**

- o Students may be dropped off any time after 7:15.
- o Students must report to the cafeteria and remain there until the buses unload at 7:40.
- o In the morning, it is imperative for the safety of our students, to pull past the traffic circle and follow the traffic pattern established by our security officers. Please review the attached schematic.
- o Please have your child exit your vehicle on the passenger side only.

**Pick Up**

- o The traffic circle is for mini buses between the hours of 2:00-3:00.
- o In the afternoon (2:31, 4:10, and 5:10), please pull past the traffic circle, and follow the traffic pattern established by our security officers. At this point, wait for your child in the pick-up area or park your car in a designated spot. Please review the attached schematic.

**Important Reminders**

- o Bikes and scooters need to be walked when on school grounds.
- o By law, all bicyclists are required to wear a helmet when bicycling or riding as a passenger on a bike.
- o Drive slowly and carefully while on school grounds.
- o Do not park in the handicapped parking spaces or spots designated for staff for any amount of time unless you fall into one of those categories. Finally, please do not create new spots where none exist.
- o Please drive slowly and carefully through crosswalks.

**Thank you for keeping our children safe.**