

Southside Elementary School
Student Drop-off & Pick-up Procedure
Kindergarten, First & Second Grade
Please follow these procedures throughout the school year!

Patience is an awesome thing to show and share!

Morning Drop-off (No Earlier than 7:15am)

1. Staff will assist your child as they exit the car.
2. Cars must be in a single line for the safety of the children and yourself. **Crossing through the cars is unsafe for all.**
3. Please have your child ready and prepared to exit your vehicle **immediately** on the passenger side. Say good-bye and give kisses before it is their turn to exit the vehicle. This helps keep the traffic flowing.
4. Pull all the way to the end of the covered walkway to allow more cars in the drop-off area.
5. **ALL students must go straight to the cafeteria and will then be released to their classrooms when the bell rings at 7:30am.**
6. **Any parent that needs to walk their child to class must sign in through the front office and receive a visitor's pass.**

Pick-up (starts at 1:45pm)

1. Your child has been assigned a colored tag. It must be visible on your passenger dashboard. This tag connects you with your child and is important for safety. **Keep this for the whole school year. If you need a new/extra one, please ask your teacher.**
2. **Please make sure your child knows their full first and last name. This will make the whole process move faster.**
3. The pick-up line will begin at the Lime Street entrance.
4. Please stay in your lane and car; staff will assist your child as they enter the vehicle.
5. Exit only Jasmine Street.
6. **NO TAG, NO CHILD, NO EXCEPTIONS – YOU MUST GO TO THE OFFICE TO SHOW ID!** This is for you and your child's safety.

Thanks in advance for your positive cooperation and understanding.