

DATE: December 18, 2017  
 TO: Parents & friends of North Elementary  
 FROM: Ray Whittier, principal  
 RE: **MAJOR CHANGE TO PARENT PICKUP**

Dear Parents and Friends:

As many of you know, we are concerned about the safety and convenience of our students during parent pick-up at the end of each school day. We have earnestly tried to make our current system work, but have found that the long lines of cars are starting to endanger students—especially at the cross walk on 200 North. The Cedar City Police Department has also expressed concern about this.

So...beginning Tuesday, January 2, 2018 the following procedure will be enforced for parent pick-up:

- Beginning at 3:00, 600 West will be blocked off at 200 North. NO VEHICLES WILL BE ALLOWED TO TURN NORTH FROM 200 NORTH FROM 3:00 (1:00 ON WEDNESDAYS) UNTIL THE CROWDS DISSIPATE.
- To line up to pick up their children, parents should turn north on 700 West, and go around the block. Once the pick-up zone is filled with vehicles, the line will begin to form with cars facing south and lining up toward the north on 600 West—essentially you'll be entering at the same opening in our parking lot, but from the opposite direction. (Helpful hint: you really *WILL* want to approach the driveway from the north, coming from 700 West and then around the block. 500 West would not be a good choice!)
- **IMPORTANT:** Do not block driveways as you line up on 600 West and/or 400 North!!! Wait until there's enough space and then scoot past each driveway, please. We want to be good neighbors.
- After picking up your child, you'll head north in the pickup zone to the exit driveway. Vehicles exiting the pickup zone will be forced to turn north (right) on 600 West.
- Parents who wish to meet their children and escort them to their cars can park wherever; but please note it is **IMPERATIVE** that you park, get out of your car and escort your child back to your vehicle. NEVER, NEVER, NEVER wave your child over and through vehicles or traffic lanes to get in to your car.
- Another suggestion: It has been our experience that once we get kids out there (easily by 3:30) we can scoot cars out quickly—up to 5 or 6 at a time. Please, again consider coming to pick up your child *after* the line starts moving. That would mean less wait time for parents and less of a line out on 600 West.
- We are adding another duty teacher to the parent pick-up zone. S/he will be ensuring that all students who will be picked up by parents will be north of the "yellow line\*." Students are not to wait on the stairs for vehicle pick up.
- Bus loading zones and procedures will stay the same.

