

## Drop-off and Pick-up Information

*Shorewood Hills Elementary School is a neighborhood school in a charming location. Children are encouraged to walk to school to encourage good health, companionship, and independence. Walking also reduces traffic congestion during drop-off and pick-up times. Adult crossing guards and student safety patrols assist children at busy intersections.*

- Kindergarten and first grade children all enter through the lower door on Amherst; children with classrooms on the upper level line up on the right, and children with classrooms on the lower level line up on the left.
- Second and third graders all enter the door by the LMC and multi-purpose room.
- Fourth and fifth grade children all enter the lower door on Shorewood Blvd.
- Children should arrive between 8:15 and 8:30; supervisors are scheduled to be at entrances by 8:15. The 8:22 bell signals that students may enter the building. Our goal is to have students seated at the 8:30 bell. Children are considered tardy if they enter their classrooms after 8:30 bell.
- Both the K/1 and 4/5 doors are locked at the 8:30 bell, and students arriving after that time should use the front entrance or 2/3 door to avoid being locked outside. All other doors remain locked at all times.
- Students eating breakfast enter the building at the 2/3 door by the LMC should arrive between 8:00-8:15. After eating, they may either stay in the multi-purpose room until 8:25 or go to their playground areas by exiting the building through the 2/3 door.
- During school hours, the main front entrance and 2/3 door by the LMC and multi-purpose room are the only two unlocked entrances in the building.
- Supervisors will admit children into the building if severe weather conditions exist (thunderstorms, extreme cold, tornado watch, etc.). They wait in hallways near their doors until the 8:25am bell.
- The turnaround by the main front entrance is one way, south to north. It contains three 15-minute parking spots that are available between 9:00 a.m. and 3:00 p.m. on regularly scheduled school days (usually Tuesday – Friday) and between 9:00 a.m. and 1:30 p.m. on early dismissal school days (usually Monday). **The turnaround is for buses only during drop-off and pick-up times.**
- The kindergarten turnaround is located on Columbia Rd. and may be used for drop off and pick up of any grade level student. Please DO NOT park in this turnaround as this becomes a safety concern.
- Drivers are encouraged to use Columbia rather than Amherst since Amherst is a narrow street which is closed during the winter.
- Hallways are narrow and become crowded at arrival and dismissal times. Consequently, families are requested to send their children indoors unescorted in the morning and to wait outdoors after school. During inclement weather, families may wait inside by the doorways.