

DROP OFF AND PICK UP OF STUDENTS & PARKINGIntroduction

The safe arrival and departure of students is of paramount concern to the Charter School. OGCS is located in office buildings and do not therefore have crossing guards, traffic school zones or drop off and pick up locations.

The Charter School has promulgated the following policy and requests that students and parents adhere to its procedures in order to ensure the safety of all students and staff.

In addition, the Charter School desires to be a good neighbor to the residents surrounding the Charter School premises and Businesses in the surrounding suites. Parents can help the Charter School to be a good neighbor by following the rules of the road and exercising courtesy in parking lots and to neighboring residents and businesses in the vicinity of the school offices.

General Guidelines

All visitors to the Charter School are expected to adhere to the rules of the road when driving on or around the Charter School premises. As a courtesy, all visitors are encouraged to drive slowly when students are present.

Motor vehicles of any kind, including but not limited to, motorcycles, motor scooters, and motorized skateboards, are not allowed on the Learning center premises or in any area except the parking lot.

Arrival and Departure of Charter School Students

Parents are requested to adhere to the following rules:

1. Drive slowly in the parking lot.
2. For safety, please proceed with caution promptly to the learning center. Loitering in the parking lot is not allowed.
3. Pay close attention to all crosswalk or traffic light to help get students to school safely.
4. The parking lot is not a safe drop-off and pick-up area. Please enter the parking lot and plan to get out and walk your child to the learning center. The parking lot has been designated a student drop-off and pick-up area
5. The Learning center does not have a designated drop off location and is not responsible for the students' safety in transit to/from the school.

Students in Grades TK-6<sup>th</sup> grade must be walked in by the parent.

Students in grades 7<sup>th</sup> & 8<sup>th</sup> grade; it is highly encouraged that the student be accompanied by a parent to the learning center, however, it is not required. The Learning center is not responsible for the safety of the students until the student reaches the door of the facility.

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Students in Grades 9<sup>th</sup>-12<sup>th</sup>, It is encouraged that the student be accompanied by a parent to the learning center however, it is not required. The Learning center is not responsible for the safety of the students until the student reaches the door of the facility.

Licensed drivers, high school students 16 years of age and older, may drive to the learning center. Parents need to be mindful that there may be inexperienced drivers in the vicinity and parking lots of the learning center. Parents should take this into account when making safety decisions.

6. The parking lot is a shared space with the surrounding businesses and is active throughout the school day. The parking lot is not a drop-off and pick-up area because of this. Please enter the parking lot, park, and plan to get out and walk your child to school.
7. Treat other drivers with respect.
8. When leaving, pull out slowly and look carefully for students and other cars.

### Procedures

Students can be picked-up and dropped-off at the door of the learning center.

### Parking

Parking spaces designated for specific suites in the business complex and visitor use shall be utilized accordingly.

Adopted:

Amended: