

METCALF TRAFFIC RULES

DROP OFF

DROP-OFF IN FRONT OF METCALF SCHOOL **(7:30-8:00 A.M.)**

- Students can only exit their vehicle when the vehicle is in the **RIGHT LANE** of the circle drive.
- Students **MUST exit on the RIGHT (PASSENGER SIDE)** of their vehicle.
- Students can **ONLY be dropped off between the two YELLOW POLES** (please see picture below).
- For safety reasons students **CANNOT** be dropped off before or after the yellow poles, on University Street, or in the **LEFT** lane of the circle drive.
- If the circle drive is **FULL/BACKED UP**, please drop off your student in the back parking lot of Metcalf.

End Drop-Off Area

Begin Drop-Off Area

METCALF FRONT CIRCLE DRIVE



**DROP-OFF IN BACK OF METCALF SCHOOL
(7:30-8:00 A.M.)**

- Students **MUST EXIT on the RIGHT (PASSENGER SIDE)** of their vehicle.
- Pull your vehicle all the way up to assist with the flow of traffic.
- Students **can ONLY be dropped off in the SAFE ZONES** along the **FENCE LINES** of the parking lot area.
 - Safe zone = area behind the chains and cones (see picture below).
 - For safety reasons students **CANNOT walk through the back traffic flow area.**
 - **DO NOT DROP STUDENTS OFF ANYWHERE ON MAIN STREET or DRY GROVE ST. and DO NOT ALLOW STUDENTS TO CROSS MAIN STREET WITHOUT AN ADULT.**
- **DO NOT GET OUT OF YOUR VEHICLE** to assist your child. If you need to get out of your vehicle, please park in one of the spaces provided along the west fence and walk your child to the safe zone/playground.

Begin Drop-Off Area



End Drop Off-Area

METCALF TRAFFIC RULES

PICK UP

**PICK-UP IN FRONT OF METCALF SCHOOL
(3:00-3:30 P.M.)**

- Drivers in the **RIGHT LANE** can pull over and wait for your student.
- Please **DO NOT PARK/BLOCK THE LEFT LANE OF CIRCLE DRIVE.**
- All drivers **MUST** stay in their vehicles at **ALL** times
- Students **MUST** stay on sidewalk area waiting/watching for their ride

**PICK-UP IN BACK OF METCALF
(3:00-3:30 P.M.)**

- **ENTER ONLY** from Dry Grove St...**DO NOT ENTER** from Main St.
 - Please remember, the **school buses/district vans** must follow specific laws as they safely pick up our HILIA students on the **South Side of Fairchild Hall**.
 - Please be aware of this, give them the right of way, and **allow buses to use the right lane of Dry Grove St.** Thank you.
 - **ALL CARS USE THE LEFT LANE.**
 - Please do not block the bus exit area.
 - Please do not block the parking lot to McCormick Hall off of Dry Grove.
 - Please do not block the sidewalk/entry into our back parking lot.
Thank you.



- Please refer to the **MAP** on the next page for **Traffic Flow**.
- **TWO LANES:**
 - **Inside Lane** (Closest to buildings/fence line/safe zone) = **PK - 2nd Grade** *Older siblings **ALSO** needing a ride may be picked up from the Pre-K playground area as the car moves through this lane.
 - **Outside Lane = 3rd - 8th Grade ONLY**
- Parents of PK-2nd grade students should have a visible **SIGN** in their window with the **STUDENT NAME** and **GRADE**. A staff member will use this sign to alert the Pick Up gym of your location in line.
 - These students will wait in the small, adaptive gym until their ride arrives and their name is called.
 - **Students should enter vehicle on the right** (Passenger Side).
 - Do not get out of your vehicle to assist your child.
 - Do not “jump the line” and drive around a car to get to your child.
 - Please **WATCH OUT** for other students walking to their rides!
- If, for any reason, you need to wait for a student, please pull up to the north-west area of the fence and wait there. This will allow Pick Up Traffic to continue to move. Thank you.
- 3rd-8th grade students will wait by the fence in the Pre-K playground area and be expected to watch for their ride... **It is their responsibility to watch for their ride!** Please pick them up **SAFELY** and **KEEP MOVING**.
- Due to safety/supervision concerns, **DO NOT PICK-UP STUDENTS** on Dry Grove St. **OR** South Side Fairchild Driveway **OR** anywhere on Main St.
- **TWO LANES MAY EXIT ONTO MAIN ST. AT THE SAME TIME!**

Pick Up can be a stressful time at Metcalf.
Thank you, in advance, for your patience with our staff and one another.
Student safety is our #1 priority.

****ILLINOIS LAW: NO Texting and NO Cell Phone usage in any school zone****