

Dear Parents and Guardians,

This message is a very IMPORTANT reminder about parking lot/street safety.

First and foremost, you must drive slowly in and around the school. The maximum speed on the street is 30 km/h. In the drop-off loop and parking lot, the speed limit **must not exceed 15 km/h.** The safety of our children is at risk at anything beyond that limit. Driving at a greater speed will make it impossible to stop if a child runs or slips in front of a vehicle.

You are reminded of the following procedures for the drop-off/pick-up of students:

- a. The preferred option is for vehicles to park along Parsons Creek Rd;
- b. You may use the one-way drop-off loop in front of the school entering near the parking lot and exiting near the front entrance. You must turn right on Parsons Creek Rd when exiting the loop;
- c. A second drop off loop is located on the south end of the school (on Dominion Drive). Again, this is a one-way lane and you must turn right at the exit. Parking is not allowed - vehicles cannot be left unattended in this loop as it is a designated fire lane;
- d. If you enter the parking lot as a drop-off/pick-up location, you must also remain in your vehicle at all times unless you are legally parked in a vacant stall. Please DO NOT leave your vehicle unattended in any of the driving lanes under any circumstances. On occasion, unattended vehicles have blocked staff or parents. Remember that our staff or visitors to the school may have urgent matters to attend to right after school. We recently increased supervision in the parking lot to help students, staff and parents safely navigate in the parking lot. Please follow their instruction diligently.
- e. If you need to leave your vehicle to come into the school either to pick up your child or meet with our staff, your vehicle **must be legally parked,** either on Parsons Creek Rd or in a vacant parking stall.
- f. Remember that parking is not permitted in the handicapped stalls in front of the school unless you are legally permitted to do so.

Like most schools, we understand that parents and staff are facing significant traffic congestion in the morning and afternoon resulting in frustrating situations that may, on occasion, jeopardize the safety of students, staff or parents. Therefore, we will soon be engaging our School Council and our staff in conducting a review of our before and after school procedures to ensure they are as safe and efficient as possible. The Superintendent recently approved the hiring of a traffic safety consultant to assist us in this review.