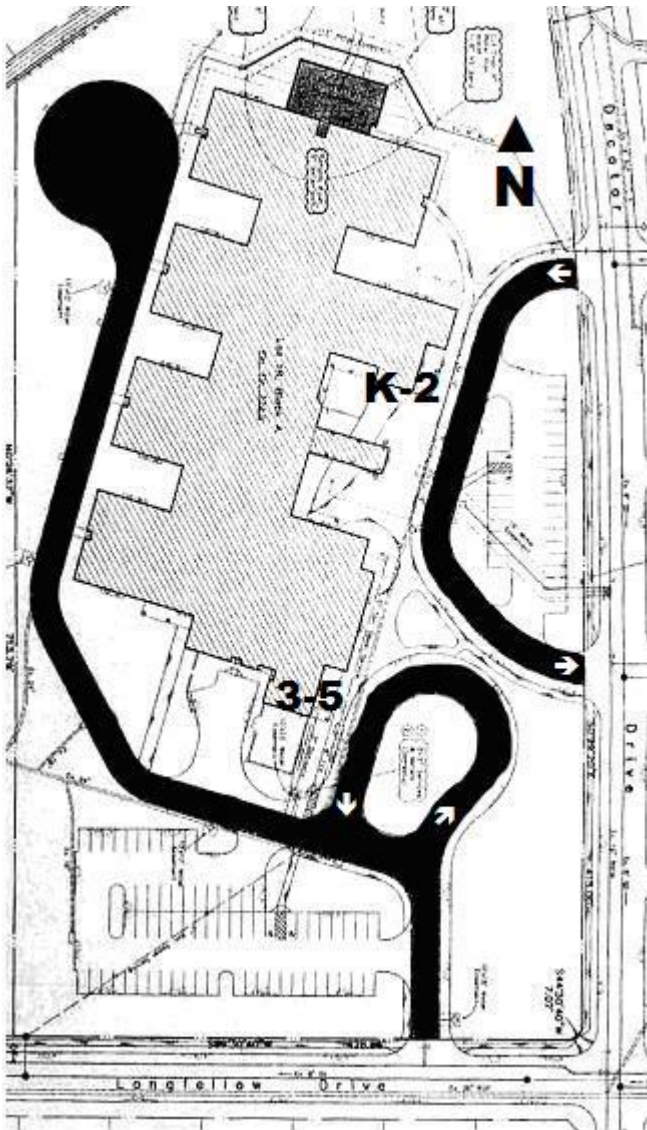


DRIVEWAY PROCEDURES

John and Myrtle Hightower Elementary School



Kindergarten, first, and second graders will be dropped off and picked up in the front driveway. Please enter at Decator/Bailey Court and exit at Decator/Wordsworth Drive. There will be stations manned by fifth grade student safety patrols. Parents, please pull up to the first available station and your child will meet you there. It will be helpful if you have your child's name and grade posted in the window of your vehicle.

Third, fourth, and fifth graders and their kindergarten, first, and second grade siblings will be dropped off and picked up in the HOV lane on the south end of the building. Please enter and exit on Longfellow. If a kindergarten, first, or second grader will join an older sibling in the HOV lane, please pin a note to the younger child, so his/her teacher will know where to take the child for pickup. Please pull up to the first available safety patrol station to meet your child/children. Please post the names of your children in the window of your vehicle.

Day Care buses will load and unload in the back driveway.

Please do NOT drop off or pick up students on Decator by the visitor parking area. It is unsafe to have them cross the carpool line.

Crossing guards will be on duty at Wordsworth and Decator and Tulane and Decator. There is a four way stop at Longfellow and Decator which is in the school zone.

Car Pool Safety and Etiquette Rules

The carpool lines are organized to ensure that students arrive and depart in the safest possible way. When you stay in the carpool line, the staff and the Safety Patrol are able to expedite the arrival and departure time. Our driveway procedures have been evaluated by the Plano ISD Safety Department and deemed one of the most organized and safest in the district. It may be true that no one likes to wait in the carpool line; however, by doing so, the life you save may be your own precious child's.

Please follow the Carpool Safety and Etiquette Rules listed below:

1. Observe traffic entrance/exit signs.
2. Keep your position in the line of traffic. Pulling out of line to go

ahead endangers all persons in your car and pedestrians.

3. Do not signal students to come to the parking lots or driveways.
4. Do not leave cars unattended in the driveways.
5. Please drive slowly both before and after you drop off or pick up your child.
6. After dropping off or picking up a student, follow the line of traffic to the driveway exit, stop, and use your turn signal before moving onto the road.
7. Please be courteous, take turns, and be patient.
8. Please pull as near the curb as possible. Safety Patrol students are not allowed in the driveway. They must remain on the curb to open and close doors.
9. If you and your students are walking to school, please do not jaywalk. Please walk to the designated crosswalks and crossing guard stations.
10. Walking across parking lots is dangerous for you and your child.
11. Please remember that the school zone speed limit is twenty miles per hour.