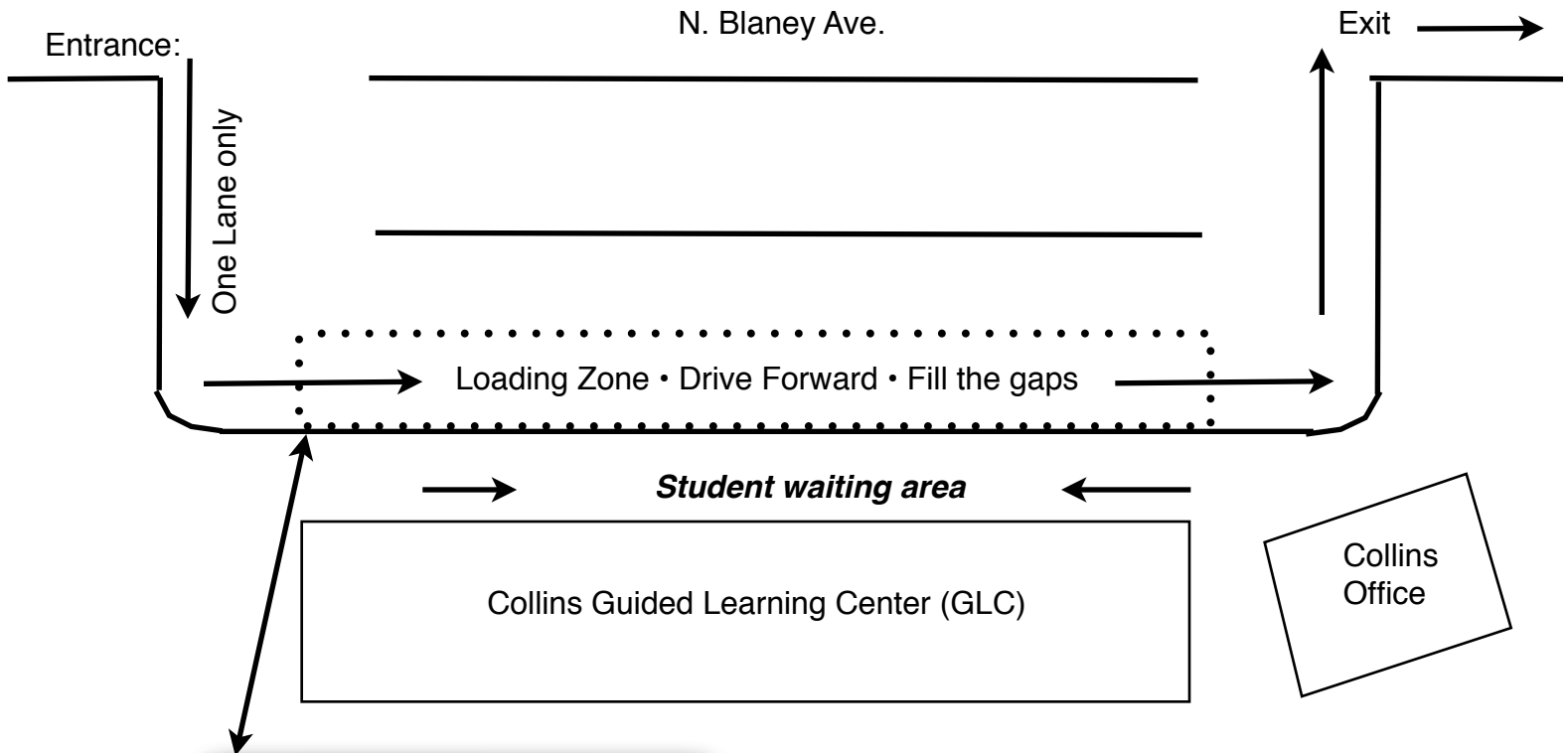


Collins Parking Lot procedures



- The Yellow Zone is for loading and unloading only.
- Stay in the curb lane and wait until you are in the loading zone. (Please do not cut in front of cars already in the loading zone.)
- Stay in your car ready to move forward.
- Drive forward as far as possible, *fill in the gaps* before dropping off or picking up your child.
- Your child should be ready to get out of the car on the sidewalk only.
- Students will not be allowed to get in or out of cars in the center lane.

After school:

- Please do not enter the parking lot before 2:45 if you are picking up a student.
- Drivers may not wait in the loading zone for more than two minutes.
- If your child is not at the student waiting area, please drive around the block and try again.
- Between 2:45 and 3:15, 4th/5th grade parents may not wait in the loading zone to pick up your child.
- **Please do not park in the designated reserve parking spaces.** Do not park in these spaces for even a minute. We have staff members who work at different schools and need these spaces at different times in the day.
- Right turn only when exiting the parking lot.

