

Tonganoxie Elementary School

Dismissal Car Loop Changes Beginning January 3, 2018

TES Parents and Guardians:

In collaboration with the City of Tonganoxie, and in an effort to continue to ensure your students' safety during our dismissal car loop, we will be changing the loop procedures beginning January 3, 2018.

On December 15th, a map showing the exact car loop procedures and driving directions will be available via www.tong464.org and www.Tonganoxie.org. These changes allow a greater number of cars onto East Street as well as the TES Parking area. In turn, keeping Washington Street clear of back up providing a clearer view as you exit from East onto Washington St.

Additionally, the loop will be reversed once you are at the building allowing for passenger side pick-up.

New Procedures January 3, 2018:

1. Enter East Street slowly noting the 10 MPH speed limit.
2. **CHANGE – Once past the middle school road onto the south part of East Street- this will now become a two way street. Do not double-park on this street.**
3. Once you drive up the hill you will take an immediate right into the parking lot. (Do not park on curve)
4. Stay to your right and move to the back coned/lined area.
5. At 2:50 the lot will open for dismissal pick up.
6. The back TWO traffic ways will become dismissal line (see map).
7. The middle traffic way will accommodate two dismissal lines (see map).
8. Upon dismissal TES staff members will direct and call numbers.

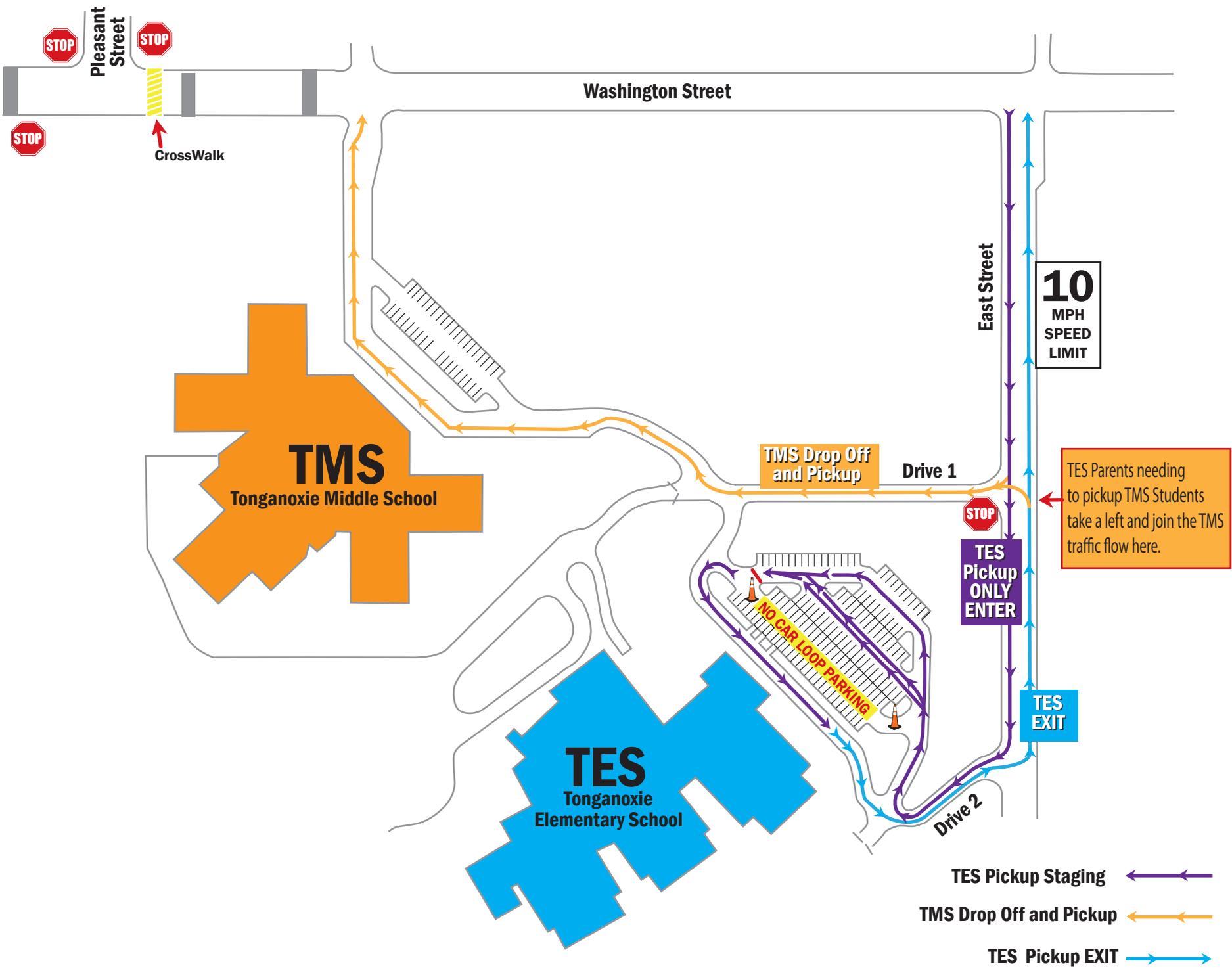
IMPORTANT NOTES:

- There will be no access to dismissal parking until **2:50**.
- For the safety of students, staff and drivers please remember this is a cell phone free zone.
- Utilizing the car loop will be the safest and quickest manner in which to pick up your students.
- **For parents/guardians with pre-school children or younger children in car seats: Walk-up will be available with principal invite only. (Please call Marcia Munsell, (913)416-1480 to discuss your situation. You will then be issued a special hanging tag for the front visitor parking.**
- There will be no through traffic on the first (closest to building) traffic way of the lot – this is for visitor parking and emergency pick up only.
- **You MUST have your yellow family number hanging from your rear view mirror. If you need a new number, please call TES office at (913) 416-1480.**
- **Morning drop off will remain with the current procedure.**

As we look forward to upcoming winter break we have a few safety reminders for drop off and pick up car loop.

- If you are dropping off or picking up in the parking area, please utilize the visitor parking space. It is not safe for students to exit or enter cars in the driveway areas of our lot or to walk through cars from the back parking spots. This will no longer be an option with the new procedures.
- Our drop off and pick up loop is a cell phone free zone. We ask that you focus on student safety as you enter or exit our campus.
- Once your student has exited or entered your car please pull out to the right and exit slowly. This will keep our car loop moving in a safe and efficient manner.

We wish you a wonderful holiday and look forward to seeing you all back with our newly designed car loop in January!



TES Pickup Staging ←←←

TMS Drop Off and Pickup ←←←

TES Pickup EXIT →→→