

Transportation Safety – Pick-up and Drop-Off

School starts at 8:00am. Traffic will be heaviest between 7:45-7:55am. Please plan accordingly to allow time for your daughter to get to her first class. Students can be dropped off in the Manley Hall parking lot or at the curb on 2nd or 3rd street. The faculty/staff parking lots on 2nd Street and 3rd Street are not to be used for student drop off.

Manley Lot

The Manley parking lot gates are open from 7:00am until 6:00pm daily. If you are dropping off your daughter, please follow the following procedure and use caution.

- Drive as far forward as possible and stay to the right to drop off or pick up students.
- Do not stop to wait for your student. **There is no waiting in the lanes.** Drivers will be asked to drive through if their daughter is not present.
- Students should exit cars from the passenger side.
- When finished, proceed to the left and stop at the exit. **Be aware of cars on 2nd Street.**
- **Left turn only** onto 2nd Street.

2nd Street or 3rd Street

- **Please be cautious.**
- Drive forward to an open spot along the curb. Remind your daughter to look for oncoming traffic if she is exiting the car from the passenger side.
- **Double parking is illegal on both 2nd and 3rd streets. Do not stop in the middle of the street.** Parents may have to circle the block and drop students off at another location if no curb spaces are available.

If you need to visit the office, please use the designated “visitor parking” spots located along the side of Julie Billiard Hall. The numbered spaces are designated for faculty and staff use only.

Manley Parking Lot Drive-Through Route

