

L.M. Montgomery Elementary

Alternate Transportation Plan

(In the event that all or some L.M. buses are not running)

Parent Drop- Off Procedures: 8:00- 8:20- Students with last names beginning with A-Mac

8:20-8:40- Students with last names beginning with M-Z

*Parents are asked to enter through second entrance on MacWilliams Road. Stay to the left of the orange barriers. Students can exit vehicles and walk along designated walkway to **student entrance doors**. In order to maintain the flow of traffic, parents are asked to remain in their vehicles, staff will assist students where required. Students and parents are asked **NOT** to use the front entrance during these situations. **Do not pass cars in the drop off lane.**

* Drivers need to be alert to possible buses entering parking lot to drop off students starting at 8:20. **No drop offs permitted through the bus lane or bus/staff parking lot.**

Parent Pick-up Procedures: Will begin **no earlier than 3:00 PM** to allow buses to safely exit the school parking lot. Please make every effort to follow assigned pick-up times.

3:00-3:10 PM- Kindergarten students and siblings

3:10-3:20 PM- Grade 1 students and siblings

3:20-3:30 PM- Grade 2 students and siblings

3:30-3:40 PM- Grade 3 students and siblings

3:40-3:50 PM- Grade 4-6 students

- Parents are asked to enter through second entrance on MacWilliams Road, stay to the left of the orange barriers and follow through to student entrance doors. Remain parked until a staff member directs your child(ren) to your vehicle and motions for you to proceed through staff/bus parking lot and exit onto MacWilliams Road. **Do not pass parked vehicles.**
- Staff members will be on site. Please follow directions given to ensure the safety of all involved.

If required, Police will be directing traffic on the corner of MacWilliams Road and St.Peter's Road and/or at school entrances on MacWilliams Road.