

Our Lady of Prompt Succor
Parish Religious Education Program
Policy from Drop-off & Pick-up

7/2012

Our Lady of Prompt Succor Church holds the protection of your child as one of the most important issues we have while your child is present in this complex. Therefore, we have compiled these rules to protect your child or children. We are not trying to labor you with excessive rules or regulations, but protect your children.

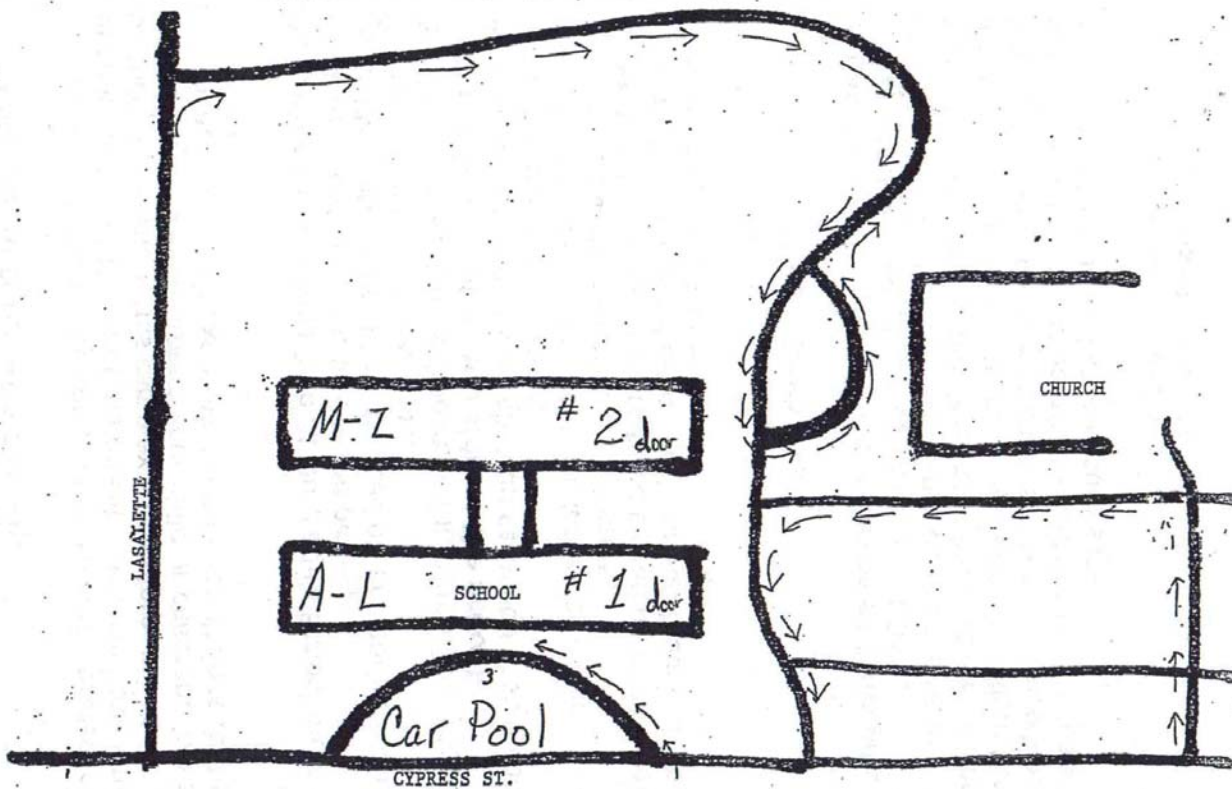
1. Children who attend Prep at Our Lady's School must follow all rules concerning drop-off and pick-up.
2. Children **should NOT** be dropped off any earlier than 20 minutes before classes begin.
3. All children should be dropped off in front of the school in the circle and **not on the side of the school**.
4. If you want to pick your child up early you should come in the office and let us know.
5. All doors in the school should be locked at all times, except for the front door where we are located.
6. Dismissal - All students are to be picked up on the west side of the building at either the north or south door, depending on the student's last name.

A – L: North door
M – Z: South door

7. CAR POOL: The front circle is for those students **who have Permission** to be picked up at the Front Door.
8. No children will be allowed to run across the parking lot to a parent's car. This is very important because this is where the danger to be hit comes in. If you want to walk to the pick-up station and get your child that is fine. We will not allow the children to run across the parking lot. The parking area at night will be well lit to ensure safety.

Terry Sittig 526-3643
Patsy Hebert 515-0761

If your child's last name starts with **A through L**, pick up at #1
If your child's last name starts with **M through Z**, pick up at #2
If your child will be car pooling, pick up with be at #3 (front).
If your child is to car pool, **you must have permission**



Map for Pick-up