Parma Park Elementary School

6800 Commonwealth Blvd., Parma Heights, Ohio 44130

Phone: 440.885.2390 Fax: 440.885-3707 www.parmacityschools.org/parmapark

PARMA PARK TRANSPORTATION INFORMATION 2022-2023

Dear Parma Park Families.

The safety of your child and all the children at Parma Park Elementary is paramount. With that in mind please read the following information to assist your family with Morning drop off and dismissal time during the upcoming year.

Morning Drop Off:

- Students are not to be on School Property prior to 9:00 a.m. Students may not be on school property prior to that unless they are supervised by their parents.
- Only students who will be eating breakfast that the school provides, will be permitted in the building at 8:45. Breakfast begins at 8:45 am. If they come in for breakfast, they must eat the school breakfast provided.
- If driving your child to school, students are to be dropped off at the back loop. Students will be permitted to enter the building at 9:10. If you drop your child off after 9:15 am the back doors will be closed, and you will have to bring your child in through the front doors. (Our staff are required to be in their rooms to start instruction by 9:15am) You may drop your child off in the back loop after 9:00 am. They will stand in grade level lines until they can enter the building at 9:10. Students will be supervised beginning at 9:00 am.
- If you drop your child off in the back loop and you wish to physically take them out of the car, please pull up past the blue garbage dumpster to do so. This will allow for the drop-off line to move quickly.

Walkers/Bike Riders:

- Students and parents should not be on school property until 9:00am.
- Upon arrival to the front of the building, your child will stand at grade level assigned spaces that are marked. There will be signs indicating where your child should stand according to what grade level they are in. K and 2[™] students will line up in the front door closest to the main office. 1,3 and 4^e grade students will stand near front doors. by middle doors.

Parma Park Administration Wendy M. Jewell | Principal Amy Shafer / Secretary

District Administration Charles Smialek, Ph.D. I Superintendent Sean Nuccio Treasurer/CFO Mrs. Amanda Karpus / Vice-President

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- Walkers/Bike Riders will be dismissed from the front doors along Commonwealth Boulevard.
- All students must cross at a crosswalk. Please do not encourage your child to cross in the middle of the street, as it is not a safe practice.
- Do not park along Commonwealth Boulevard. It is a bus pick-up and drop-off zone. The Parma Heights Police will be monitoring this area to ensure cars are not stopping/parking along Commonwealth Boulevard.
- The parking lot next to the playground is for parking only, please do not block cars that are parked in the appropriate slots. Do not line up behind parked cars because they cannot get out. Please use the back loop/carpool line for this purpose.

Back loop/Carpool Line:

In an attempt to provide better service to your family, we have a carpool line at Parma Park. The carpool line is located in the rear of the building. Carpool line numbers will be distributed at Open House and the first couple days of school in the carpool lane.

These will be cards with an assigned number that you will clearly display in your car window. You will receive 2 numbers and you may request more if you need. Please be patient the first few days as it will take a little longer to get through the line as we distribute numbers. Generally we can get you through the carpool line in 10-15 minutes.

We want to provide a safety net to match the child to the correct person using an assigned number. If the staff has a question, they check a roster to match the number to the child. If you need to have another person pick up your child one day, you will need to give the number to that person.

- Line up along the curb lane and along Blossom Avenue. Please go around the block instead of attempting to turn left from Blossom onto Homewood. Folks have been waiting in line and it helps make the line run smoother if cars come from the same direction. Please be courteous to our neighbors and do not block driveways.
- 2. Enter in the curb lane of the turn-around and pull up to a cone along the other side
- 3. Your family number must be displayed <u>clearly</u>. We recommend attaching it to the passenger side visor, turned down so staff easily sees it.
- 4. Cars should proceed slowly.

- 5. The number will be called, and the child will walk over to a designated cone. A teacher or administrator will always be present to supervise children.
- 6. Car riders will be released to load only cars waiting between the cone areas for safety reasons. Drive all the way forward to the front cone to allow as many children to load as possible. **ONLY STAFF** will tell children when to proceed to cars.
- 7. Please do not park and cross children between cars.
- 8. Buckle-up, safety first!
- 9. The driver will slowly **proceed to Blossom Avenue and turn right only** to help alleviate the traffic congestion.

Carpool Concerns:

- 1. If you forgot your carpool line number, please park your car in the Blossom Avenue parking lot, go to the office and a staff member will retrieve your child.
- **2. Please, no cell phones during this time.** It is imperative the driver's attention is focused on safe driving keeping the line moving smoothly.
- 3. Parents that are not in the line will need to park their cars in the Visitor lot or Blossom lot and walk around to the front entrance to pick up their child.
- 4. The line moves quickly once it begins. Please be patient and model best driving etiquette on school grounds.

Buses:

- 1. Upon the 3:30 dismissal bus riders will be dismissed to the gym and will be under staff supervision until buses arrive.
- 2. Bus numbers will be called, and students will proceed out the front door sidewalks to the buses on Commonwealth Boulevard.
- 3. Please inform your child of his/her bus number and we will remind students of their designated number at the beginning of the school year.

Students Leaving School Property at Dismissal Time:

- All students and parents must leave school property upon dismissal and pick up their child unless they have school business.
- 2. Our Morning and Afterschool program (EDC) has expanded. This program will be using the playground equipment before and after school. Therefore, only EDC students will be permitted to play on the playground or be on school grounds before and after school.
- 3. Older siblings are permitted to pick up their younger siblings, however they must follow school rules when on Parma Park property. Horseplay, foul language, wrestling, throwing items, etc. will result in them being asked to leave school property and they will not be allowed to be on school property unless supervised by the parent to pick up their sibling. Friends or boyfriends/girlfriends of older siblings picking up younger siblings will not be permitted.

Students Who Ride Transportation from Day Care Providers:

- 1. They **MUST** pick up your child at dismissal time which is 3:30 p.m.
- 2. As a parent, you are responsible for the pick up of your child at 3:30 p.m. You will receive a call if the provider you have contracted with is chronically late.

*If you are changing the mode of transportation that your child goes home from what you initially set up in the beginning of the year, you must notify the office of the change.

Your cooperation and patience is appreciated during the first few weeks of school as we learn new procedures. If you have any concerns or questions, do not hesitate to call the office at 440-885-2390.

Sincerely,

Wendy M. Jewell Principal