

## SUMMIT HILL JUNIOR HIGH IMPORTANT SAFETY NOTICE/TRAFFIC PATTERN

Dear SHJH Families:

In order to continue keeping our children safe, we wanted to share our most efficient arrival and dismissal procedures with you. The following are the procedures we will implement this school year.

### Parent Drop-Off in Morning (7:25am-7:50am; after 7:50am students should report to office DOOR 1)

- Parents will use one single lane to drive into the west lot entrance of the back lot from North Ave.
  - **DO NOT UTILIZE THE TENNIS COURT LOT TO CUT SHORT.**
  - **DO NOT BLOCK ANY SIDE STREET INTERSECTIONS.**
- **DRIVE ALL THE WAY UP** to first Point S (see **diagram letter S**) and/or follow traffic, leaving the crosswalk open; staff will be at each Point S to monitor student arrival; vehicles are to wait until all students are on the sidewalk and/or in their vehicle before accelerating forward; and
- Exit the school property via east lot entrance of the back lot onto North Ave westbound/eastbound.
- Students may arrive to school as early as 7:25am and proceed to the large gym. At 7:40am students will be dismissed from the large gym and expected to report to their lockers to prepare for their day. Advisory begins at 7:50am. Students arriving after 7:50am must enter through the office to receive a tardy slip. Parent contact will be made when students arrive late and supports will be put in place when three or more tardies occur.

### Walkers/Bike Riders Arrival/Dismissal

- Walkers will follow the sidewalk along/to North Avenue until they reach the east entrance of the back lot into the lot; a supervisor will be at this point; (See **diagram letter W**)

### Bus Riders Arrival/Dismissal

- Buses will line up in the front of the building;
- Bus riders will enter and exit through the front of the building to their bus; and (See **diagram Letter B**)
- School employees will be stationed at the front of the school to supervise all students. (See **diagram letter S**)
- Students will report to the gym if before 7:40am; otherwise, students will report to advisory if they arrive after 7:40am

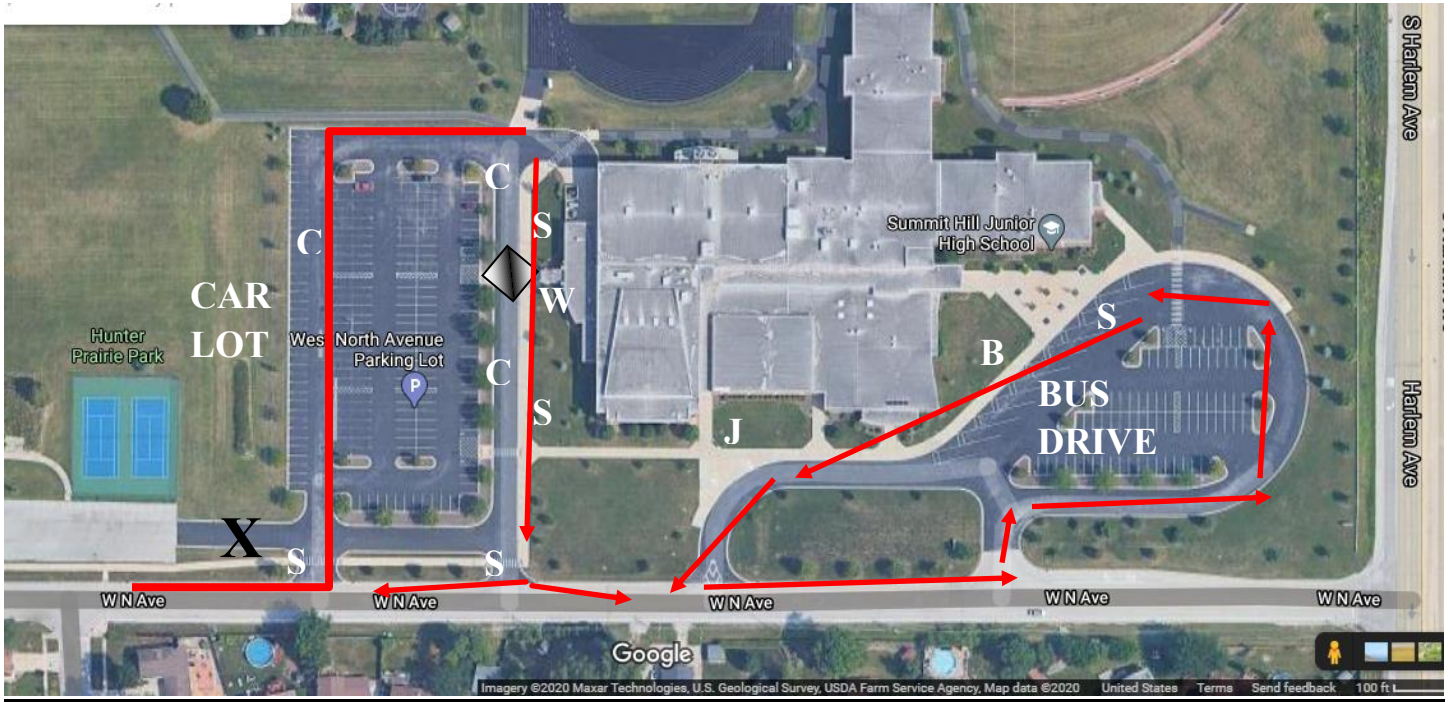
### Parent Pick-Up at Dismissal

- Parents will use one single lane to drive into the west lot entrance of the back lot from North Ave;
- Drive up to first Point S (see **diagram letter S**) and/or follow traffic, leaving the crosswalk open; staff will be at each Point S to monitor student dismissal; vehicles are to be placed in the park position; please wait until all students are in their vehicle before accelerating forward; and be patient as students take a few moments to exit the building;
- Once all vehicles are loaded and the area is clear, the vehicles will be released by a school employee; and the process will begin again. (See **diagram letter S**)
- Exit the school property via east lot entrance of the back lot onto North Ave westbound/eastbound.
- **DO NOT PARK IN THE WEST LOT AND WAIT FOR YOUR CHILD(REN).**  
Please stay in the pick-up line or use the tennis court lot to park and students will walk to you using sidewalks. Students will not be allowed to cross the parking lot at any time.

### Will County Sheriff's Department

- Officers will be assisting with traffic whenever possible;
- Any questions about the traffic pattern can be directed to Ms. Goebel at 815.469.4330

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**KEY**

**C** = Parents in cars

**W** = Walker entrance

**S** = Staff

**X** = **Do not use to cut short; may use for after school parking**

 = cross walk

 = Parent/Bus Pick Up/ Drop Off Stops

**B** = Bus riders

**J** = Bike racks

Thank you for helping keep our students and staff safe!

**Laura C. Goebel, Principal**

**Ryan Nagle, Associate Principal**

**Monica Laux, Assistant Principal**