



Waconia, MN 55387

Telephone 952-442-4500 • Fax 952-442-3719

email: [schooloffice@stjosephwaconia.org](mailto:schooloffice@stjosephwaconia.org)

website: [www.stjosephwaconia.org](http://www.stjosephwaconia.org)

# St. Joseph School Student Dismissal Program

January 11, 2007

Morning drop-off at St. Joseph is an awesome sight to see. Cars come in line to the drop off area in the parking lot, stop, and allow their children to exit onto the sidewalk and walk directly into the building. It is orderly and safe. We would like to provide the same safety for your children at dismissal time. Starting January 22, we are excited to offer “curbside” pickup of your children.

- Parents who want to come into the building, may park in upper lot and enter through door #1 and sign in.
- Changes to after-school dismissal must be called into the office before 2pm
- We have provided one number card per family. Please make extra copies for multiple vehicles.
- Walkers will dismiss from the First Street door (Door #1) as usual.
- Bus riders will dismiss out Second Street door (Door #4) as usual.

## Upper Parking Lot – Door # 1 AM Preschool, AM & PM Kindergarten & grades 1-4 students only (No older siblings)

- Front two spaces will be reserved for Bingo Night Silent Auction Winners
- All other cars line up on a 1<sup>st</sup> come 1<sup>st</sup> serve basis
- Each school family will have a number assigned to them. Numbers must be visible on dash.
- AM Preschool and Kindergarten dismissal for car-riders is in the upper lot unless cones are up. Then they will use the Lower lot for pickup.
- K-4 students only (with no older siblings) will assemble in commons and exit at Door #1.
- As each family pulls forward, the supervisor will call for their children go to the sidewalk.
- The family number is matched to a list each supervisor will have.

## Pine Street Pick-Up – Door #7 PM Preschool, PM Kindergarten & Grades 1-8 students

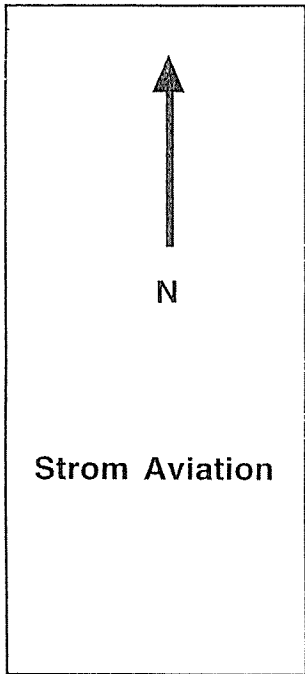
- Cars line up on a 1<sup>st</sup> come 1<sup>st</sup> serve basis
- Each school family will have a number assigned to them. Numbers must be visible on dash.
- At 2:30, PM Preschool students (with no older siblings) will assemble in cafeteria with teacher.
- As each family pulls forward, the preschool assistant will escort children out door #7.
- The family number is matched to a list each supervisor will have.
- At 2:35, PK-4 students with older siblings will assemble in cafeteria to wait for 2:45 older siblings.
- After the 2:45 bell, PK-4 students led by older siblings, and all 5-8 will dismiss through door #7.
- As each family pulls forward, the supervisor will call for their children go to the sidewalk.
- The family number is matched to a list each supervisor will have.

Attached with this explanation are a Map and your family number. Questions will be addressed at the Home & School meeting on January 17, or call the school office. We are excited to start on January 22!

*This process will increase the safety of your child.  
It is already working at Guardian Angels, St. Hubert's and Clearwater.*

FIRST STREET

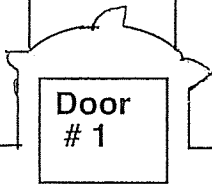
ELM STREET



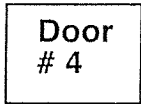
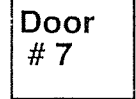
Lower Parking Lot



SIDEWALK



Cafeteria Area



Main Office

SIDEWALK

SECOND STREET

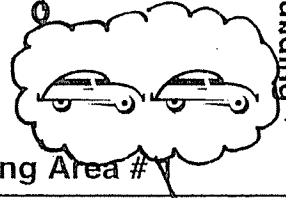
Bus Loading ONLY



Upper Parking Lot

NO Parking Here

Student Loading Area #



Parent Parking - to enter building



PINE STREET



Student Loading Area #2

SIDEWALK