

## **LIBERTY COMMON HIGH SCHOOL (LCHS)**

### **Drop-Off and Pick-Up Procedures**

**Attention Parents:** This notice is to inform you of the drop-off and pick-up procedures for the students of Liberty Common High School. The following directions are intended to make drop-off and pick-up procedures efficient and safe.

- All drop-off and pick-up traffic must proceed in a clockwise direction on the public streets around the school property. This ensures there is no need for students to cross a street. Please refer to the attached traffic-pattern map. (Diagram #1)
- Students are to be dropped off and picked up – **curbside only** – on any of the streets surrounding the school property: Kansas Drive, Limon Drive, Minnesota Drive or Custer Drive. Do not allow students to enter or exit vehicles from the street-side (left side) of vehicles.
- Passengers must exit and enter the vehicle from the right-side passenger doors only.
- The school parking lot will not be used for before-school drop off or after-school pick up. If special circumstances occur, please speak to the LCHS personnel controlling parking lot access.
- Students walking or biking to school must make legal street crossings at intersections approaching the school property. No mid-block street crossings (jaywalking). Bicyclists must dismount bicycles when crossing streets onto the LCHS property. Bicycles should be walked when on LCHS property including sidewalks.

**Students Drivers:** Please approach the area in a clockwise direction around LCHS property. Park your vehicle curbside anywhere along Limon Drive, or Minnesota Drive (North of the LCHS Driveway). Do not open the driver's door to exit or enter your vehicle until all traffic has cleared. All passengers in your vehicle **MUST** exit and enter on the passenger side (curbside) of the vehicle only. (See diagram # 2)

(over)

**Parking Lot Protocol:** During the school day, the LCHS parking lot is intended for faculty, staff, disabled visitors and those attending business in the school (1 hour or more). Please utilize on-street parking for short-term visits.

**One-Way:** The LCHS parking lot has a one-way entrance from Minnesota Dr., and a one-way exit to Custer Dr. Both the entrance and exit to the lot have directional arrows painted on them. Please never enter or exit the lot at the improper locations.

**Observe “Reserved” Parking Spots:** Visitors at LCHS and LCS will notice new “Reserved” parking spaces at both schools. These are strictly reserved for faculty that split their time between the two buildings. These teachers have little time to spare when traveling between the schools.

Please avoid the temptation to occupy these spots even for a minute or two when they appear unused.

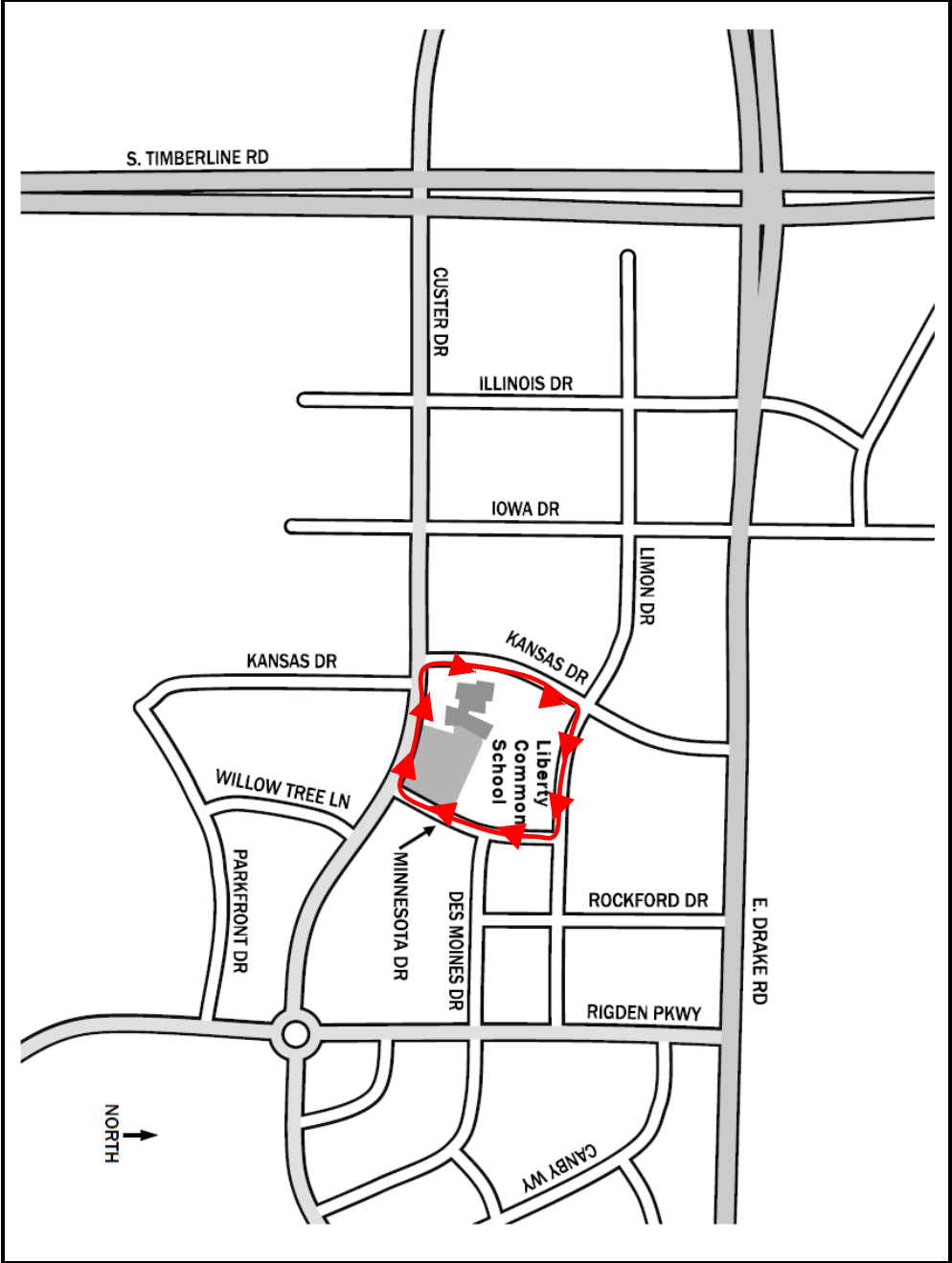
**Leadership and Safety:** LCHS students are approaching driving age and some are learning to drive. Please provide them only sound examples of driving courtesy and traffic safety:

- When in the vicinity of the school, travel at a cautionary speed.
- Do not use cell phones or text while driving.
- Drive with headlights on.
- Put your vehicle in “park” when passengers are entering or exiting your vehicle.
- Make sure you and all passengers are wearing seatbelts.
- Always yield to pedestrians and bicyclists.
- Come to a complete stop at stop signs.
- Always use turn signals. Do not block intersections.
- Make solid eye contact with other motorists, pedestrians and bicyclists near your vehicle.
- Be courteous at all times, especially to the many residents in the LCHS neighborhood.

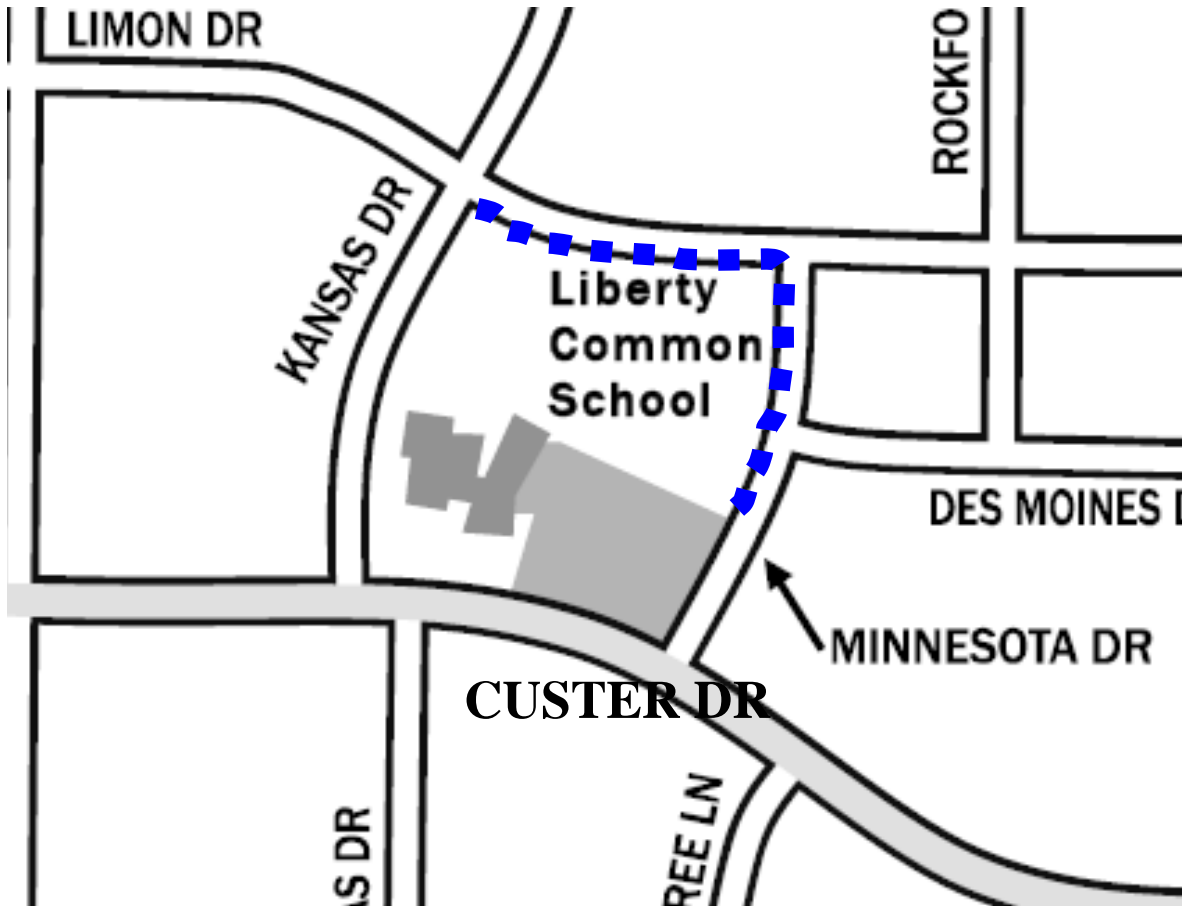
**Zero Incidents:** Our goal is zero traffic incidents at LCHS and LCS. Please help us observe the highest standard of traffic safety.

**Diagram #1**  
**Liberty High School Traffic Routes**

Please drop off and pick up students in a clockwise fashion anywhere around the Liberty High School block.



**Diagram #2**  
**Student Parking**  
**2011-2012**



Students may park in dotted areas.