

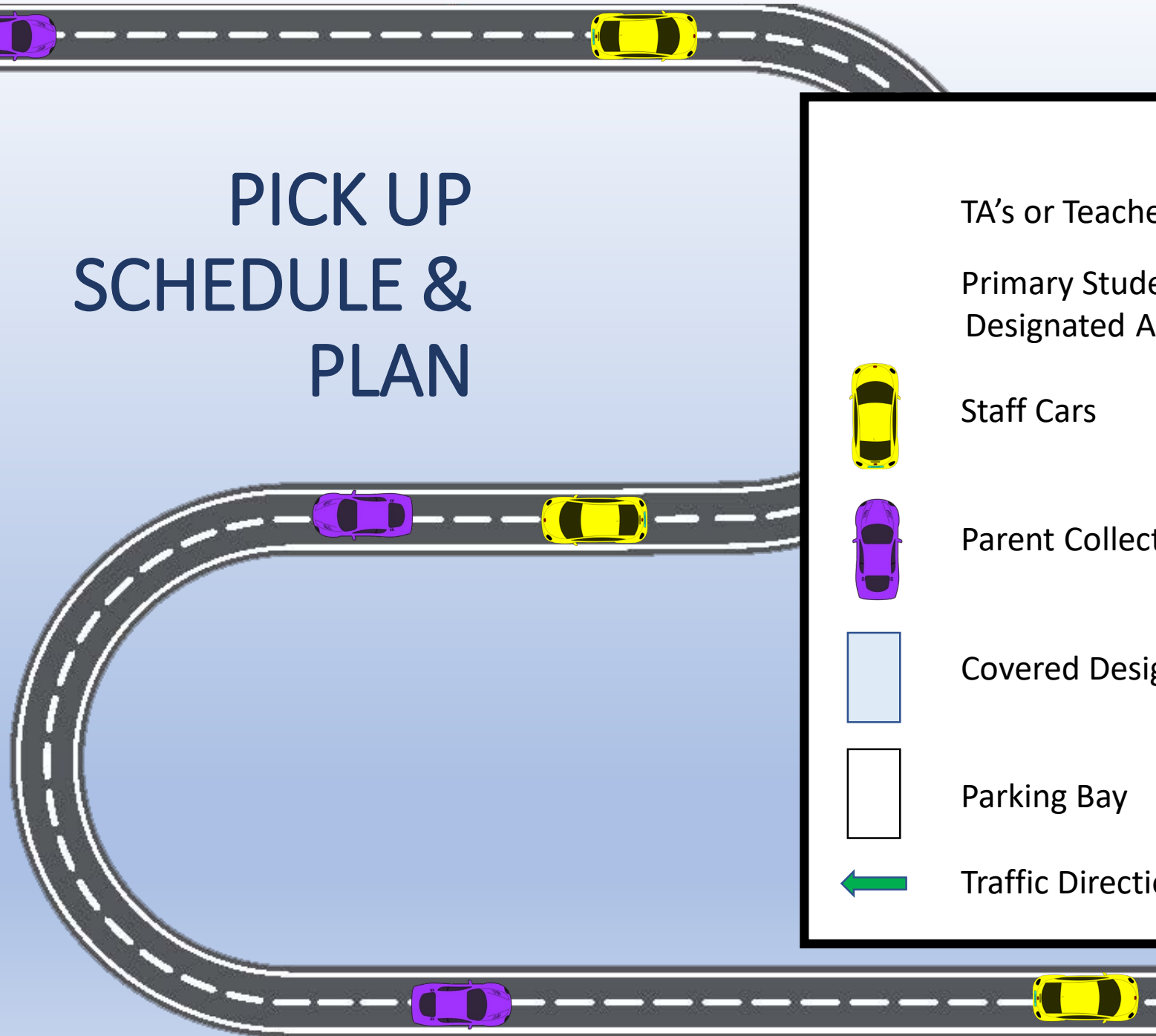
Pick-Up Schedule & Plan



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PICK UP SCHEDULE & PLAN



KEY

TA's or Teacher of Each Class

Primary Students - 2 Rows of 7 in Each Designated Area (14 Students Per Area)



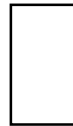
Staff Cars



Parent Collection Car



Covered Designated Pick-up Area



Parking Bay



Traffic Direction

HOW DOES IT WORK ?

The school gates will open from 7:30am to 12:30pm- (school admin & accounts & lunch drop off maybe accessed by parents from 8:00am to 12:30pm).

The school gates will close at 12:30pm and re-open at 1:25pm.

The children will be escorted to their designated waiting area by members of staff, 5 minutes prior to pick up time.

The children will stand in 2 rows, each row will have a maximum of 7 children (14 children in a designated area).

For each designated area there will be signage clearly showing the year group, (EG "Y2A") so parents can identify where their children are.

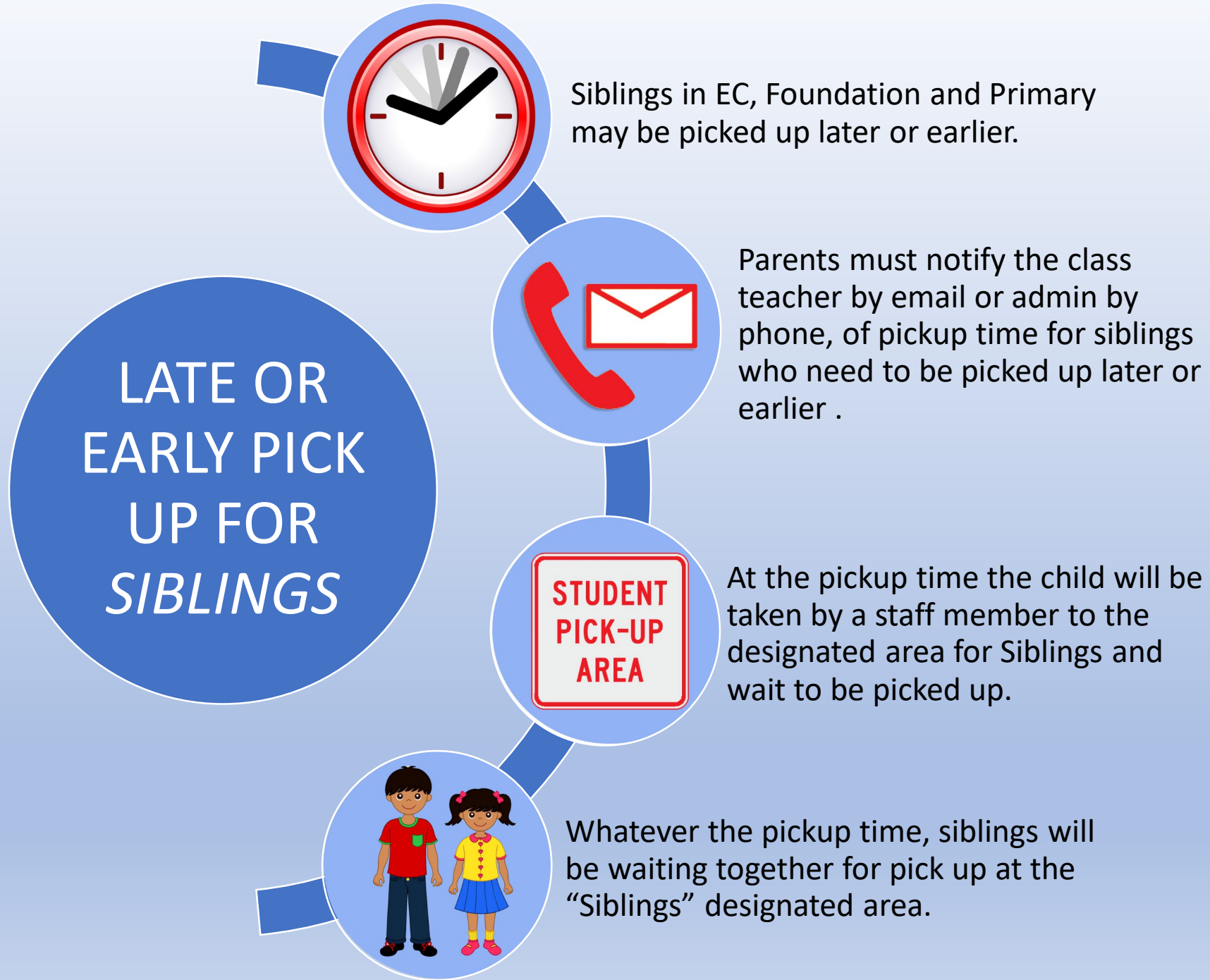
Parents will drive by, stop, pick up and drive out.

Parents should not get out of their vehicles unless they need to assist the child with seat belts or car seats.

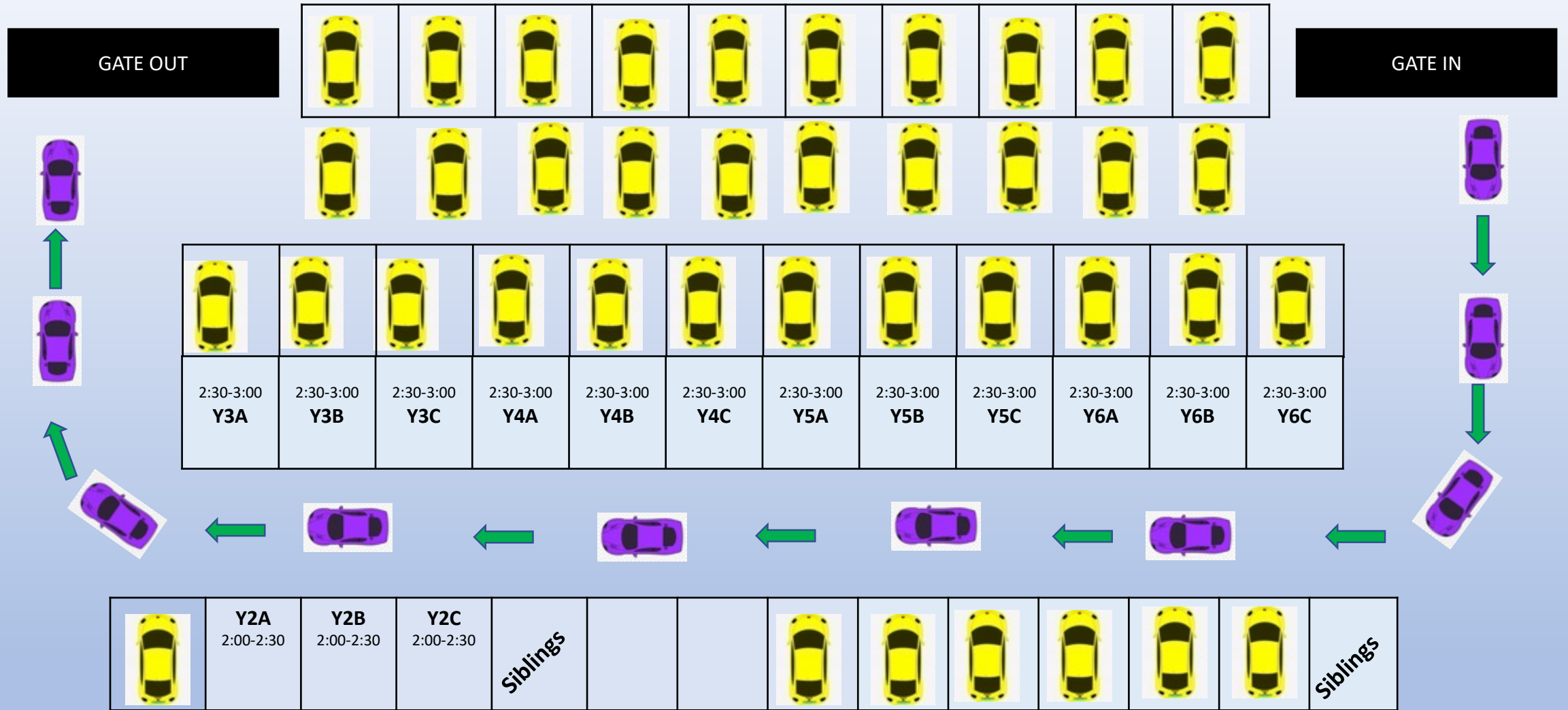
Parents who wish to physically collect their child may do so by parking offsite and walking into the school campus to collect their child from the designated area.

Parents will not have access to the admin or accounts during pickup hours.

Provided the relevant class/form teachers have been notified by parents, Secondary students may leave the premises (with their siblings) and meet their parents offsite.



PRIMARY PICK-UP PLAN

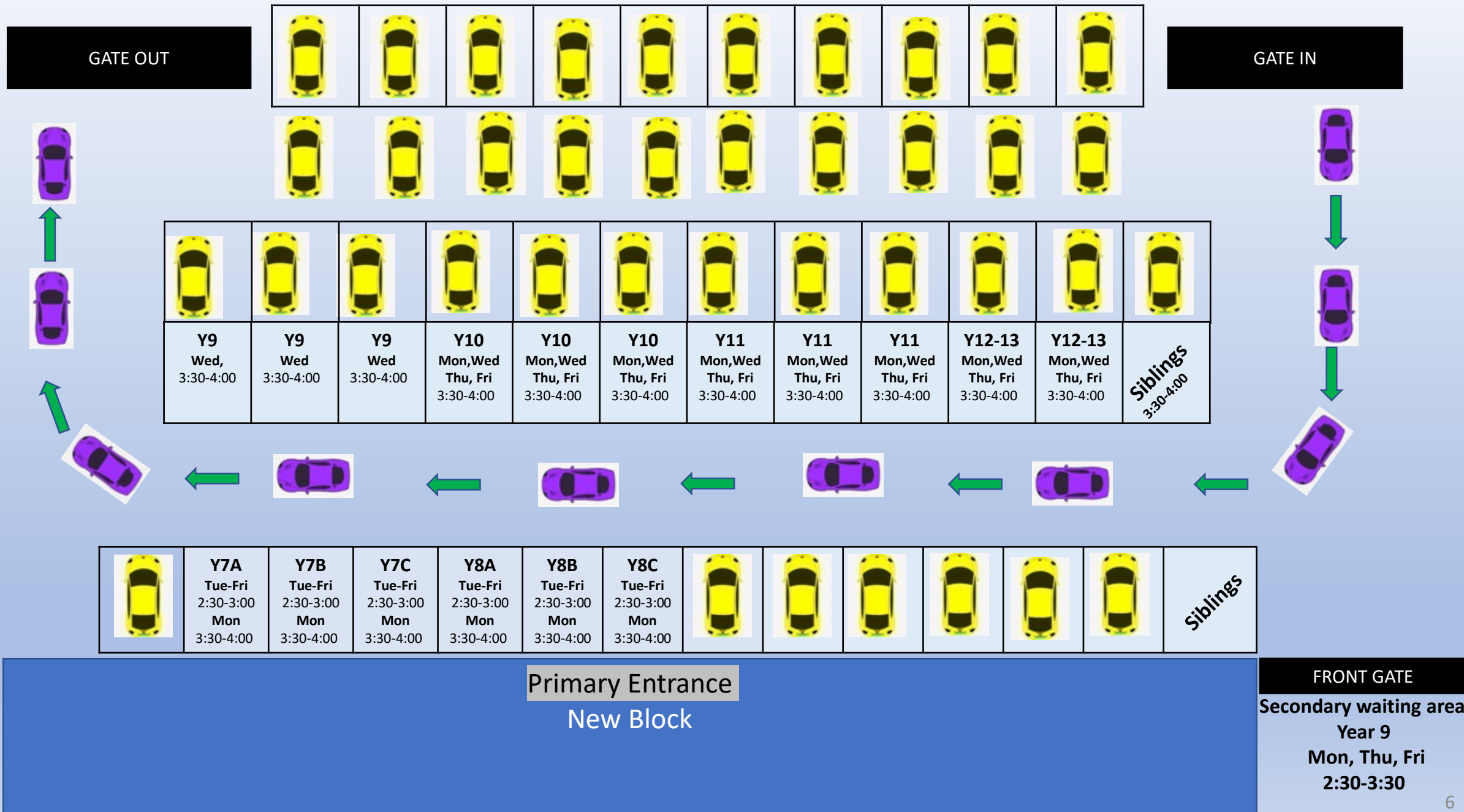


Primary Entrance
 New Block Foyer-Waiting Area for:
 R1: 1:20pm-1:40pm R2: 1:40pm-2:00pm
 Y1: 2:05pm-2:30pm

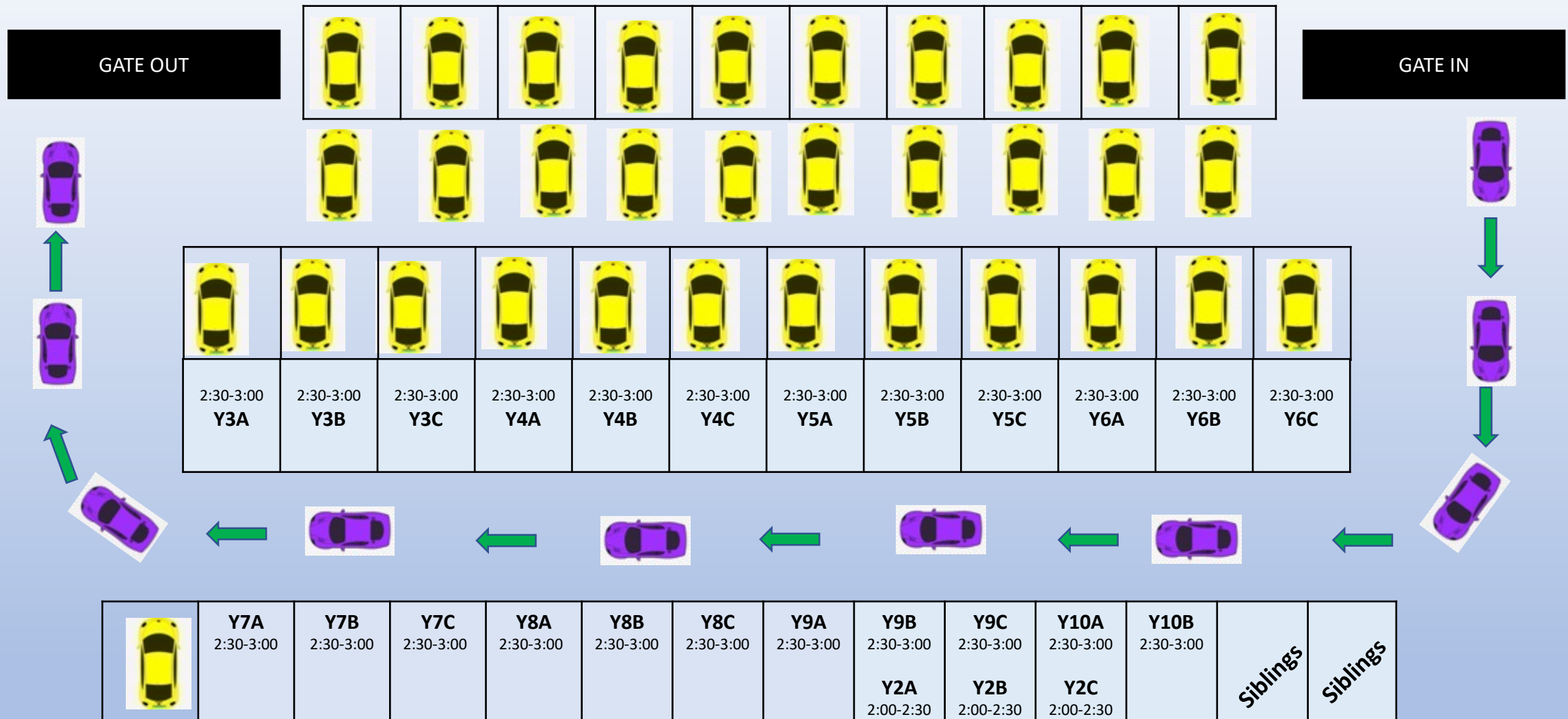
FRONT GATE

Secondary waiting area

SECONDARY PICK-UP PLAN: MON, WED, THU, FRI



PRIMARY & SECONDARY PICK-UP PLAN: TUESDAY



Primary Entrance
 New Block Foyer-Waiting Area for:
 R1: 1:20pm-1:40pm R2: 1:40pm-2:00pm
 Y1: 2:05pm-2:30pm

FRONT GATE
 Secondary waiting area
 Years 11, 12, 13
 Tue
 2:30-3:30

TIME AND PLACE OF PICK UP

EARLY CHILDHOOD, FOUNDATION & PRIMARY

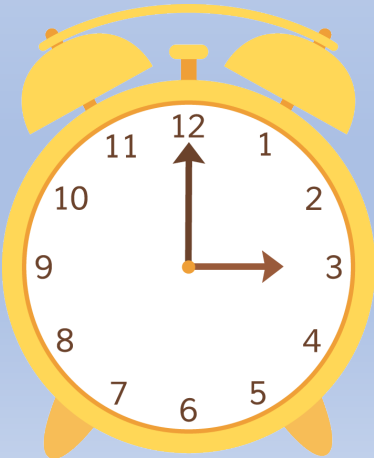
Students who need a later pick up time as a result of having an older sibling, parents must contact the class teacher and notify them of the pick-up time.

At the pickup time they will be taken from their classroom by a staff member to the designated area for Siblings and wait to be picked up. Siblings should ensure they are waiting for pick up in the same designated area.

CLASS	PICK UP TIME (PM)	WAITING AREA
R1	1:20-1:40	Primary new block foyer
R2	1:40-2:00	Primary new block foyer
Y1	2:05- 2:30	Primary new block foyer
Y2	2:05- 2:30	Designated area in main car park.
Y3	2:30-3:00	Designated area in main car park.
Y4	2:30-3:00	Designated area in main car park
Y5	2:30-3:00	Designated area in main car park
Y6	2:30-3:00	Designated area in main car park

Siblings being picked up at the same time should ensure they are waiting for pick up in the same designated area (“Siblings’ area”).

TIME AND PLACE OF PICK UP *SECONDARY*



CLASS	DAY	PICK UP TIME (PM)	WAITING AREA
Y7	Mon Tue-Fri	3:30-4:00 2:30-3:00	Designated area in main car park. Designated area in main car park.
Y8	Mon Tue-Fri	3:30-4:00 2:30-3:00	Designated area in main car park. Designated area in main car park.
Y9	Mon, Thu, Fri Tue Wed,	2:30-3:00 2:30-3:00 3:30-4:00	Front gate Front gate Designated area in main car park.
Y10	Mon, Wed, Thu, Fri Tue	3:30- 4:00 2:30 -3:30	Designated area in main car park.
Y11	Mon, Wed, Thu, Fri Tue	3:30- 4:00 2:30 -3:30	Designated area in main car park. Front gate
Y12 & Y13	Mon, Wed, Thu, Fri Tue	3:30-4:00 2:30 -3:30	Designated area in main car park. Front gate
	If lessons for the day are finished students can leave as and when.		