

# NSES Morning Drop Off

Students are welcomed into the school building from the school bus and parent drop-off lines from 9:00-9:25AM.

Students that arrive after 9:25AM must be signed in by an adult in the front office.

1. In the mornings, all vehicles will enter the parking lot with right hand turns only from Respass Beach Road. (Many vehicles must go past NSES, and make a legal turn.)
2. Once in the parking lot, vehicles should immediately turn right following the established traffic pattern.
3. Please have all children in the vehicle ready to exit once directed to stop. They need their mask on and any other materials they will be bringing to school with them that day. **No staff members will be opening doors.** If assistance is needed, please turn on your hazards, and a staff member will come over to assist.
4. Students will proceed directly to the sidewalk and into the building.
5. Exit the parking lot around the loop exiting the school onto Respass Beach Road.

# Parent Pick Up

All students who are **not** riding SPS transportation will be a part of our Every Day Parent Pick-Up process. A pick-up system will be in place in the parking lot where students will be dismissed directly from the building to vehicles using a numbered ticketing system with individualized car tags. When you arrive to pick up your child, you will stay in your vehicle. Staff members will guide you to a designated area (in the center of the parking lot) where your child will be walked out to you by one of our staff members. All vehicles should be immediately put in park while waiting for students to be dismissed. Parents/Guardians are asked to have **Photo ID, NSES Car Tag, and a pen** ready for a staff member to authorize pick-up. Parents/Guardians are also asked to have on a mask when interacting with NSES staff during this process.

1. All vehicles will enter the parking lot with right hand turns only from Respass Beach Road.  
  
(Many vehicles must go past NSES and make a legal U turn.)
2. Staff members will be directing traffic through the parking lot.
3. Parking spots will be designated for parent pick up in the center of the parking lot. Pull into the next available space as directed by NSES staff. All vehicles should be immediately put in park.
4. Please have Photo ID, Car tag, pen, and a mask on ready for a staff member to authorize pickup. **No student will be released without a proper Photo ID.**
5. Exit the parking lot by pulling through the parking space that you are currently in and leave through the loop exiting the school onto Respass Beach Road. Cars will be dismissed by a staff member.

**A picture ID for verification will be required before your child is released.**