

Pick Up / Drop Off Procedures

There are two drop-off zones available; one at the 'top' of the school in Collings Street, and the 'bottom' line is Alexandra Street.

The drop-off line operates in the morning from 8.20am to 8.40am and the pick-up line operates in the afternoon from 3.00pm to 3.20pm.

The purpose of the controlled drop-off and pick-up lines is to ensure the safety of children and the continual movement of traffic. Alternatively, you may choose to park your car in a legal parking spot and walk your child into the school. We request that you do not park inside people's driveways, in the Church car park, or in the school driveway.

The procedures are:

- Only the first two cars in line can collect or drop passengers off.
- If your child is not ready for collection, you will need to move from the line, do a lap and rejoin the end of the line.
- No cars can leave the line until the first car has exited the line (otherwise accidents can occur).
- There is no parking outside the school or church in Alexandra Street during the Stop-Drop-Go period from 7.00am until 9.00am and 2.00pm and 4.00pm.
- Any children left after 3.20pm will be taken to the school office by the teacher on duty and if required, the parents will be contacted.

Cars are not to enter Collings Street via Victoria Street as this causes congestion and is a safety risk. Please enter the Collings Street line via Grosvenor Street.

The children are supervised at all times when using the pick-up lines. These procedures have been developed in conjunction with the Council and Police to ensure maximum safety for our children.