

Oconto Falls Elementary School Pick Up & Drop Off Procedures

2023-2024 School Year

Morning Drop Off

Incoming vehicles must **enter the school grounds from the north** (on hill) and **exit to the south** (Maria Volk Drive). This traffic pattern **applies at all times** of the day when entering and leaving the school.

The following procedures will be in effect between 7:50-8:05 a.m. each day:

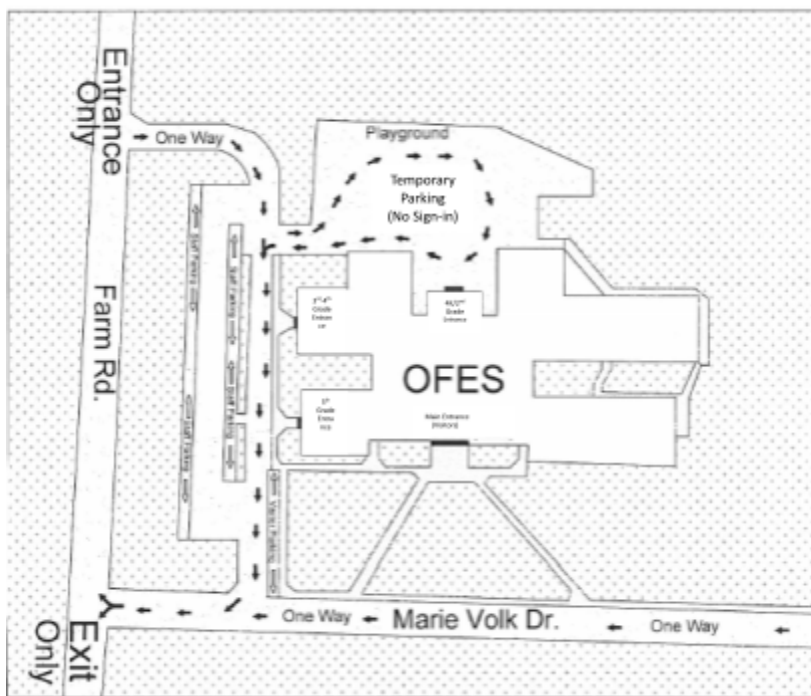
4K through 2nd grade students

1. **Enter through the cafeteria doors in the rear of the school.** Follow the arrows.
2. A staff member will be stationed outside the cafeteria entrance. **Do not drop off students in the rear of school before 7:50 a.m. or after 8:05 a.m. when there is not a supervisor present.**
3. **Wait until you approach the cafeteria doors** before dropping off children. Be aware of other vehicles/children.

3rd through 5th grade students

1. **The drop off zone is between the 4th and 5th grade entrances.** This is a quick drop off area – 30 seconds or less (use visitor parking if you need to sign in).
2. **Always pull alongside the curb to the left when dropping off students (never drop off from the right lane).**
3. Pull up as far as possible in the zone when dropping off so that traffic does not back up.
4. 4th and 5th grade students enter through their respective entrance doors (3rd graders may enter through either of these entrances or line up by the Art room door.)

Parking/signing in: Please make sure to only use designated areas for parking (visitor spaces or staff lot). Thank you for helping us keep the traffic flow organized and safe!



Student Pick Up Procedures

When picking up your child during the school day – BEFORE 3:05 p.m. – please do the following:

- Park in visitor parking (or the staff lot)
- Enter through the main entrance (use intercom)
- Show photo ID
- Sign your child out

If you would like your child waiting in the office, please make sure to call the office or send a note with your child.

When picking up your child at the end of the school day – AFTER 3:05 p.m. – please do the following:

- Whenever possible, please send a written note with your child stating that you will be picking up your child after school. **If we do not receive communication from you, your child will follow their regular end of day plan.**
- If a phone call is used to communicate a pick up request, we ask that you make the **call no later than 2:00 p.m.** Email is not the most reliable way to communicate pick up requests and should be avoided. Obviously

- Families who will not be utilizing school provided transportation, will be issued a “pickup” number and will be given a numbered card to display on their windshield when picking up their student.
- **Incoming vehicles must enter the school grounds from the north (on hill) and drive onto the school playground. Follow the arrows and stay in a single line. As you approach the cafeteria doors, your child will be brought to your car. Do not park your car or leave your vehicle. Show your photo ID to the attendant. This will be matched up with your child’s pick up pass.**
- Be sure to exit the playground to the left, as traffic flows one way.

Walking and Biking to School

**Oconto Falls
No Bussing Area**

Legend:

- Crossing Guards
- Crossing Signage
- No Bussing Area
- Bussing Area
- Preferred Route
- Road Centerline

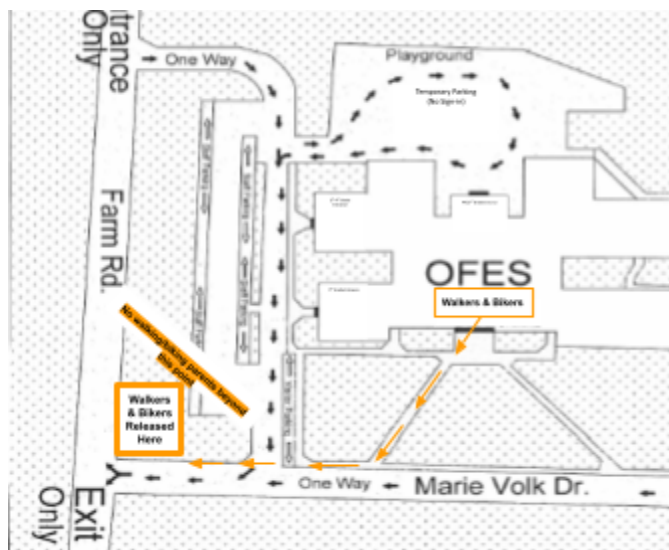
Disclaimer: This map is neither a legally recorded map nor a warranty and is not intended to be used as such. This map contains a compilation of records, information, and data to be used for reference purposes only. Oconto County is not responsible for any inaccuracies in these records.

Please contact the Oconto County Planning & Zoning Office at 920-834-6827 with any questions.

Land Information Systems

Map of Oconto Falls, Wisconsin, showing the No Bussing Area. The map is an aerial view with a red circle indicating the No Bussing Area. A yellow line shows the preferred bus route, starting from the south and heading north through the center of town. Various streets are labeled, including Pioneer Dr, Rea Rd, Hy 22, Quincy St, and Main St. A legend on the right side of the map defines symbols for Crossing Guards, Crossing Signage, No Bussing Area, Bussing Area, Preferred Route, and Road Centerline. A north arrow is also present. A disclaimer at the bottom right states that the map is neither a legally recorded map nor a warranty and is intended for reference purposes only. The Oconto County Planning & Zoning Office is listed with contact information.

- Please send a note with your child giving permission to walk or bike to/from school. If this is regular request, we will then create a special backpack tag for your child (similar to a bus tag).
- Walkers and bikers will report to the gym at 3:15 p.m. They will wait there until 3:20 p.m. when the buses pull out.
- School staff will safely walk bikers and walkers from the gym to the corner of Maria Volk Drive and Farm Road – where there is a sidewalk. Parents will be able to meet their student(s) at the corner of Maria Volk Drive and Farm Road if they are walking their student(s) home.
- All bikers will be asked to walk their bikes when on school property.



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