

Hand Middle School

Morning Traffic Patterns 16-17

I. Morning Arrival

A. Car Riders/Bikers/Walkers (“CBWs”)

- Drop off is allowed from 8:00 AM-8:30 AM on Woodrow Street.
- All “CBWs” will use the designated crosswalks to cross Woodrow Street
- All “CBWs” will gather in Café courtyard and under the Walkway before 8:00 AM.
- “CBWs” are not allowed to cross the King Street parking lot.
- The Carpool line on Woodrow Street is for drop-off’s only. No parking is allowed on Woodrow Street unless in designated parking spots.

B. Bus Riders (“BRs”)

- Buses will drop off all “BRs” from 8:00 AM-8:30 AM on King Street.
- “BRs” will proceed down the Walkway to enter Café and/or Gym.
- “BRs” are not allowed to cross the King Street parking lot.

II. Morning Locations for each grade (once the building opens at 8:00 AM)

A. 6th Grade Students- Cafeteria

- All 6th grade car rider/bikers, walkers, and bus riders will enter the Café via the Café courtyard door in the morning.
- Students who eat breakfast will stand in the breakfast line while all other students will find seats in the designated area in the Café.
- Students eating breakfast will sit in the designated 6th grade breakfast area until they finish eating breakfast. Breakfast students will dispose of their trash properly and find seats in the designated area in the Café.
- Students will remain seated in the Café until 8:35 AM.

B. 7th and 8th Grade Students- Gym

- All 7th and 8th grade car riders/bikers/walkers, and bus riders will enter the Gym via the Gym courtyard door in the morning.
- All 7th and 8th grade breakfast students will enter the Café via the Café courtyard door. These students will enter the breakfast line to retrieve their breakfast and then sit in the 7th and 8th grade designated breakfast areas in the Café. Once finished

with breakfast, these students will exit the Café via the designated interior door and proceed up the stairs to enter the Gym.

- Students will remain seated in their designated grade level area in the Gym until 8:35 AM.

C. Students with Morning Tutorials/Classes/Rehearsals/Practices Etc...

- Any student with a morning activity will enter the Café via the Café courtyard door and enter the hallway through the designated exit in the Café.

- Any student with a morning activity must have a pass to enter the hallway and any classroom.

III. General Morning Rules

- All School rules and District policies apply to all areas on the school campus and school buses 24 hours a day.
- Students will not be allowed not enter the hallways and/or classrooms without a pass.
- Students must consume breakfast, and all other food/drinks, in the designated breakfast areas in the Café. No food/drink is allowed in the Gym.
- Students who arrive after 8:40 AM must enter the building on the King Street of the school, and be signed in by a parent/guardian at the Main Office Attendance Office before heading to first period.
- Carpool drop off is not allowed on the King Street side of the school nor in the Bus lanes on King Street.
- Parents with concerns and questions should enter the Main Office on King Street as all visitors and parents must have a state-issued, photo ID, preferably a driver's license, in order to gain admittance to campus.
- Visitor parking in the King Street parking lot is not available for Carpool drop off.
- Students in the Café and/or Gym that need to use the restroom must ask for a written pass from a staff member in the Café and/or GYM.
- DLE laptops and earbuds can be used in the Gym and in designated Café areas and Acceptable Use Policy applies.

Hand Middle School and Richland One Schools reserve the right to adjust these patterns and policies as needed.