

## Safe operations for dropping off and collecting your child from school

If your child/ren are not catching a school bus and you need to drop off and collect your child/ren from school, please read the following protocols:

### Morning drop off: Chapel Road entrance

You can access the *Drop Off Zone* from Chapel Road for morning drop off only (**there is no access from Chapel Road in the afternoon**).

Students must have their bags with them in the back seat when they drive into the *Drop Off Zone*. Students can only exit on the left-hand side of the vehicle. Parents follow the one-way system onto the side road, then exit **left only** onto Chapel Road. Turning right delays the traffic flow behind and creates a traffic jam.



### Morning drop off: Te Irirangi Drive entrance

**Before 8.20am:** parents can drive straight up the driveway, or they can turn left into the lower carpark to drop their children off. However, if parents drive up the driveway, can we ask that there is no stopping in the designated bus stop area (see map below). This area is reserved for buses only. Please follow the traffic flow and drop your children off outside the Primary school. It is vital that we minimise disruption to the traffic flow.

**After 8.20am:** parents must only drop off their children in the lower carpark which is on the left. However, if parents are dropping off a child at the Primary School, they can also drop their College student off outside the Primary School at the same time.

**No parent can drop off their College student outside the Primary School after 8.20am without also dropping off a Primary School child.**

## Collecting after school

Collection of students is only permitted from Te Irirangi Drive entrance.

### Before 3.30pm:

Parents must wait in either:

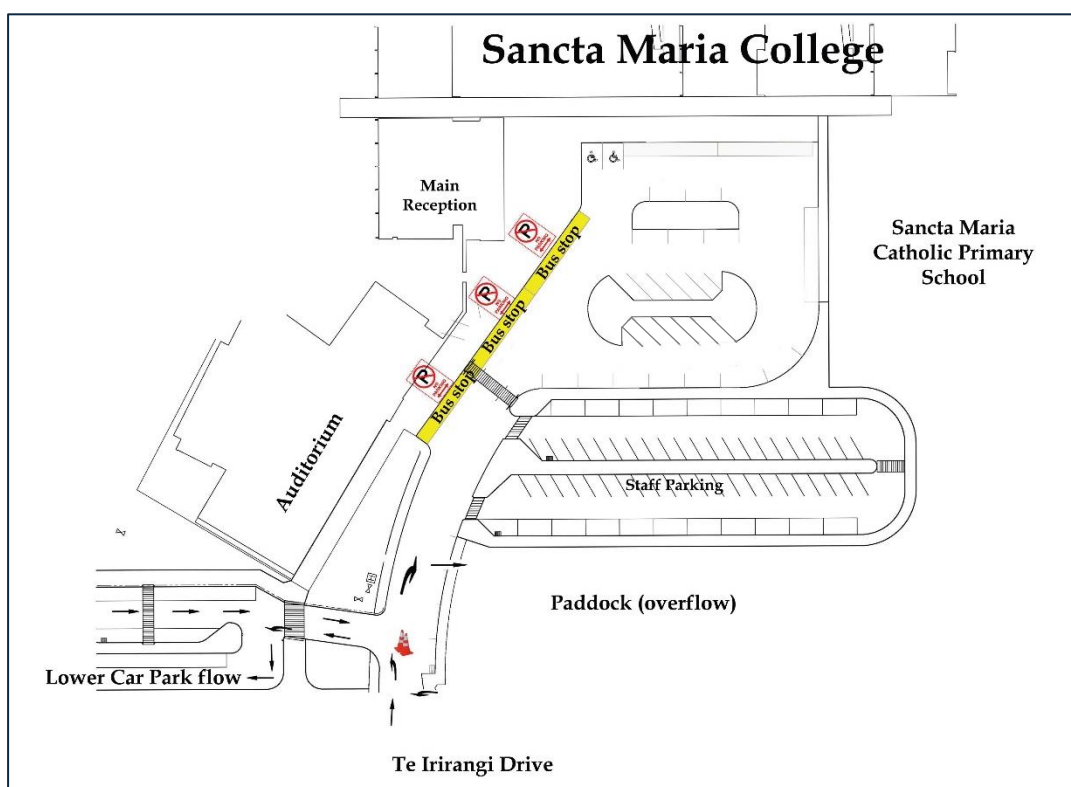
- Lower carpark on the left-hand side of the campus (you will be directed there by wardens).
- Paddock overflow carpark.

**There is no collection of students from Chapel Road entrance. This is a staff carpark only.**

If parents need to pick up a child from the Primary School, follow the directions of the Primary School traffic wardens off Te Irirangi Drive entrance.

### After 3.30pm:

After the buses have departed the campus, parents can collect students from the top area. However, parking is not permitted.



Please enter the Paddock (overflow) car park at the top entrance and leave through the lower exit to maintain traffic flow.

**We have teams of students directing traffic to the best of their ability to maintain traffic flow.** Please appreciate this help and continue to co-operate with directions for the benefit of all parents at these busy times.