



MIDDLE SCHOOL PROCEDURES

Thank you for enrolling your child(ren) in the Holy Trinity CCD program!

DROP-OFF/PICK-UP

Please use the south parking lot of the school (commonly known as the Rusty parking lot) for both drop-off and pick-up. Enter from North Street, follow the designated lane along the building, and exit through Market Street. For everyone's safety, do not pull out of the curbside lane early—please wait your turn to avoid accidents. Students should enter the building through Doors 23 or 25 only.

We will have a monitor stationed near the curb to assist walking students in crossing safely and to help keep traffic flowing in a safe manner. Please stay alert and watch for children walking in the area.

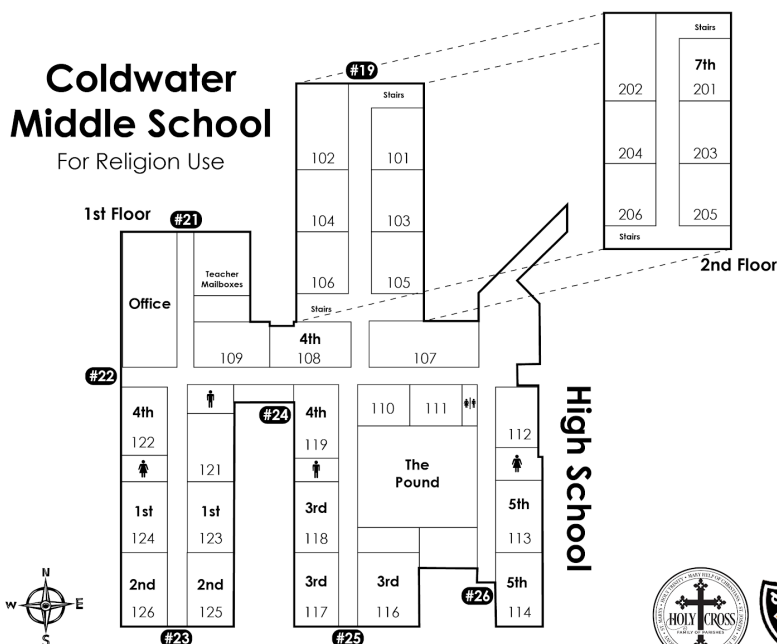
PARKING GUIDELINES

If you plan to park and walk your child in, please use the Rusty parking lot on the south side of the school. Again, students should enter through Doors 23 or 25.

To ensure the safety of all students, please avoid parking on Market Street, in the Methodist Church parking lot, or in the small lot on Market Street, as these require students to cross the street. That smaller lot is reserved for CCD staff. Please adhere to all posted traffic signs and the designated entrance/exit points.

1ST GRADE PARENTS

Please walk them to their classroom and pick them up there at dismissal. Do not use the curbside lane for drop-off or allow them to walk in alone. We appreciate your cooperation in keeping our youngest students safe.





AFTER SCHOOL PROCEDURES

Thank you for enrolling your child(ren) in the Holy Trinity CCD program!

CLASS LOCATION

All classes will take place on the church grounds.

MEETING LOCATIONS

When school is dismissed, students should report to the following areas:

- **Grades 1-2** – Elementary Library
- **Grades 3-4** – Hallway in front of the Elementary Library
- **Grade 5** – Commons

Teachers and Religious Ed staff will meet students at these locations to organize and lead the walk to the Fr. Yauss Center.

- Students should bring all belongings with them (backpacks, coats, homework, etc.) as we will not be returning to the school after class.

SNACKS

- If you feel your child needs a snack before class, please send one individual snack each week.
- **No large boxes or containers, please.**
- Students will eat their snack in the **Commons**. If the mess becomes excessive, we will discontinue snack time altogether.
- Please remind your child to clean up after themselves.

WALKING ROUTE

Grades 1-4 will walk through the high school hallways and join the 5th graders in the Commons. The full group will exit through the Commons doors, cross 2nd Street, and continue on the sidewalk to the Fr. Yauss Center. A crosswalk monitor will be stationed in front of the high school to assist.

Note: Students riding their bikes must walk back to the school after religion class to retrieve them. For safety reasons, they are not allowed to ride their bikes directly to CCD.

DISMISSAL

Students will be released at 4:30 PM. Parents should park in the church parking lot behind the Fr. Yauss Center. **Please do not park on S. 2nd Street**, as it creates a safety concern. If parking in the bank lot, we ask that you walk across the street to pick up your child. *(We do not want children crossing the street to find their parents.)*