



## CRESTWELL SCHOOL

1901 PARK MEADOWS DR.  
FORT MYERS, FL 33907  
239-481-4478 | WWW.CRESTWELLSCHOOL.ORG

## SCHOOL HOURS AND DROP OFF/PICK UP

7:30 - 8:00 a.m.	Early arrival <i>Do not drop off children before 7:30 a.m.</i>
8:00 - 8:20 a.m.	Homeroom
8:20 - 8:30 a.m.	Assembly   Students are considered tardy at 8:30 and later
12:45 p.m.	Dismissal ½ day pre-K
2:45 p.m.	Dismissal pre-K to 4th grade
3:00 p.m.	Dismissal middle school, 5th - 8th grade
2:45 - 3:15 p.m.	Homework Support for elementary - 4th grade
3:15 p.m.	2nd Dismissal pre-K to 4th grade
3:00 - 3:30 p.m.	Homework Support for middle school and co-curricular activities and clubs
3:30 p.m.	Dismissal middle school and clubs   After-school program begins (all grades)

*Please be prompt for your dismissal times or you may be caught in the middle of a different grade dismissal line.*

### Drop Off

- » Park in a designated parking space when you walk your child into the building between 8:00 and 8:20 a.m.
- » Do not park in drop-off/pick-up lane for any reason
- » Please sign in after 8:30 arrival and a staff member will escort your student to class

### Pick Up

- » Please pull forward in the pickup lane as far as possible to eliminate any backed-up traffic on Park Meadows Drive
- » Place Crestwell-issued name tag visibly on visor
- » Remain in your vehicle and follow staff members' instructions to expedite wait times
- » Please avoid cell phone use while driving through parking lot when children are present

### Pick Up (When Parking)

- » Wait until there are no cars in the pickup line before crossing at the crosswalk
- » The bench area is for students only
- » Wait on the landing for students to be escorted out by staff
- » Students are not permitted to walk across the parking lot alone. Staff members are unable to escort them while on parking lot duty
- » Students not picked up by 3:35 p.m. will be signed into the after school program and must be signed out. Charges will accrue and will be the responsibility of the parent. Please refer to the After School Registration form for prices

### Traffic Notes

- » Pick-up times are staggered to ensure traffic flow
- » Enter the parking lot through the WEST entrance at all times, whether you are parking to walk in or passing through the pick-up lane. Please inform relatives, friends, and out-of-towners. All cars may exit through the EAST or WEST entrance.
- » DO NOT EXCEED 5 MILES PER HOUR
- » Visibly clip your Crestwell-issued name card to the passenger side visor if using the pick-up lane at dismissal times. Contact the office if you need more than one name card.
- » Do not leave your vehicle unless it is in a marked parking space. The drive-through area is for drop off and pick up only
- » Teachers on parking lot duty cannot engage in conversation while students are in the pick-up area. Play date or carpool arrangements must be communicated to the teacher by note, the morning of your request. Please avoid calling the school for arrangements.
- » Student safety is our first priority; the least possible congestion in the bench and entry areas is appreciated
- » No elementary students will be permitted to leave the loading area alone to meet their vehicle at a pre-planned location in the parking lot
- » Send a note to your child's teacher if your child will not be picked up at their regular dismissal time
- » Do not park, even briefly, in the blue handicap spaces