

24 August 2009

Greetings Parents, Guardians and Students,

As we all are aware, our middle school and high school campus is a very traffic congested area during the morning arrival and afternoon departure times. The following instructions, which went into effect in March 2009 and were shared with you this past spring, are intended to communicate our plan of traffic and pedestrian flow in an effort to ensure safe and smooth passage of vehicles and people, especially during these times. Drivers are to adhere to all rules of the road and be especially mindful of the maximum fifteen mph speed limit while signal lights are flashing, as well as at all times while on campus. **A new access road off of East Doe Run Road which will connect East Doe Run to the campus will be completed and open for use sometime in September 09. The purpose of this road will be to ease congestion on Route 82 during the peak times shared above. Prior to this road becoming available, we will communicate the revised traffic plans widely, and we will invite students, parents and staff to review the information.** Again, please review the current procedures below to ensure a smooth and safe start of our 2009-2010 school year.

A. Pedestrians:

1. While walking on campus, to the maximum extent possible, please remain on sidewalks, mulched path areas and within painted lines. Maintain vigilance in all directions prior to crossing a road or while walking in an area where vehicles transit.
2. Crossing Route 82 will be accomplished at the crossing guard areas located in front of the middle school northern entrance and high school entrance.

B. Student Drivers:

1. Student drivers entering the campus via the high school entrance are to proceed down to the lower parking area; bear left at the bottom of the hill and proceed directly to student parking.
2. Student drivers entering the campus from the main middle school entrance are to proceed directly down to the student parking area.
3. Student drivers dropping off middle school students are to enter the middle school via the northern most entrance (next to middle school softball field), proceed to the middle school cafeteria entrance, discharge passengers, proceed directly back onto Route 82 and enter the high school parking area following either B.1 or B.2 above.

C. Parent / Guardian Drivers:

1. Parents / Guardians dropping off high school students enter the campus via the high school entrance, proceed down to the lower parking area remaining to the right along the building all the way to the auxiliary gym, discharge passengers, proceed left to the middle school parking area and exit via middle school main exit.
2. Parents / Guardians dropping off both high school and middle school students follow C.1 above, but take the middle school road that is closest to the main entrance of the middle school, discharge students and depart via main middle school exit.
3. Parents / Guardians dropping off middle school students follow section B.3 above.

D. Dismissal student pick-up

1. High school pick-ups will have drivers enter the high school main entrance, follow tear drop perimeter in front parking lot to line up. Drivers must remain in their vehicles as this is a fire lane
2. Middle school pick up will occur following procedures outlined in section B.3 above.

Please Note:

1. Student drop off should occur at designated areas only. Discharging students randomly along campus roads creates increased congestion, time lost, and most importantly, a safety hazard for all people. Additionally, students should never be dropped off along Route 82.
2. Bus flow in the morning - buses enter via high school, follow tear drop pattern around high school front parking area to discharge high school students in front of building, cross to middle school, discharge middle school students along route 82 side of building depart campus via northern most exit.
3. Bus line up for school dismissal will have buses lined up in two parallel rows starting at the middle school's northern most exit and extending approximately to the high school entrance. Buses will also be lined up in the middle school main entrance
4. Private vehicle drivers in lower high school and all middle school parking lots should anticipate departing after buses exit, approximately 2:30PM.

Thank you for your cooperation and support in this important safety matter.

Sincerely,

Paula Massanari, UHS  
Principal

Bruce Vosburgh, CFPMS  
Principal

Gail Wolfel, UCFSD  
Transportation Supervisor

James Fulginiti, UCFSD  
Director of Student Life