



Evergreen Elementary School

12915 Helmer Drive Whittier, CA 90602



Guidelines for our Student Valet and Drop-off

Evergreen Elementary School's student valet and drop-off programs ensure a smooth morning drop-off in the front of school. As you pull up to the front of the school, our volunteers will open your doors to allow your children to exit safely. Please remember as you exit the valet, you may only TURN LEFT. Volunteers will be present to wave you forward and assist with opening and closing doors. Student Valet will only be available on Helmer Drive. DO NOT exit your car, it is not safe and it is illegal. Our staff parking lot is closed from 7:50 am – 8:15 am- for STAFF ONLY.

When you use our student valet service, please:

- Have student backpacks and students ready to exit before driving to the front curb of the school
- Pull as far forward as possible next to the curb.
- Come to a complete stop as close to the car in front of you as possible.
- DO NOT park or get out of your car.
- Make eye contact with the volunteers in valet.
- Allow volunteers to open and close the car door(s).
- Exit on the passenger side of the car ONLY (Curbside).
- Drive slowly through the lane, following the car in front of you.
- Allow volunteers to assist with backpacks as students exit the passenger-side doors. If your car requires assistance from the trunk or back, valets will not assist due to safety reasons.

Dismissal Program

When picking up 1st-5th grade students, please use **the student name placard sent home on the first day** of school to display your child's name in your windshield. Your child will be called to your car at the curbside.

Please stay with your car at all times. If you need to visit the school office or speak with a teacher, please park your car on the street and sign-in at the office. Check street signs for parking hours.

The safety of our students is our number one priority- please be alert, patient, and courteous. Please do not double park or expect students to cross the street without an adult. Our children look up to parents and other adults to model good citizenship.

A review of the parking lot procedures is posted on our school website evergreen.ewcsd.org

Occasionally you will see the presence of the *Whittier Police Department*. They are there to help us with a smooth facilitation of the drop-off program.

Please remember, Safety First!
Thank you for your continued support.

