



Prairie Creek Elementary School

Drop Off/Pick Up Procedures

PLEASE MAKE SURE TO READ THE FOLLOWING INSTRUCTIONS CAREFULLY
to ensure a smooth and safe process for our students, staff and families.

Please email or call the front office with questions about these procedures before the first day of school at pces-info@usd230.org or 913-592-7255

Car Riders:

There are now two designated loops for drop off and pick up from PCES:

Loop A – Kindergarten, 1st grade and carpool students

Loop B – Grades 2-5

- **Loop A (Kindergarten, 1st grade and carpool students)** – Applies to Drop Off AND Pick Up
 - Any student with a sibling in Kindergarten or 1st grade will meet up with their sibling during dismissal and will be picked up with their younger sibling in Loop A. *(Example: Susie is a 1st grader but has an older sister Emily who is in 4th grade. Emily will meet up with Susie in our staging area and wait for their name to be called for Loop A.)*
 - Carpool students *(Example: Mrs. White is unable to make pick up, as she has an appointment. Mrs. White calls the front office (prior to 2:30pm) to inform them that Mrs. Blue will be picking up her students. Mrs. Blue will need to pick up all of the students through Loop A, regardless of her normal loop assignment.)*

*** All families assigned to this loop will stage their vehicles along 165th Street and will turn LEFT into the loop. Vehicles will proceed through the loop and exit onto 165th Street with a RIGHT turn ONLY (please see Traffic Flow Map for specific staging placement, in the Parents & Students Handbook) ***

- **Loop B (Grades 2-5)** – Applies to Drop Off AND Pick Up

*** All families assigned to this loop will stage their vehicles along 167th Street and will turn RIGHT into the loop. Vehicles will proceed through the loop and exit onto 165th Street with a LEFT turn ONLY (please see Traffic Flow Map for specific staging placement, in the Parents & Students Handbook) ***

- ✓ Vehicles in the car line need to pull up to the next available spot when dropping off/picking up
- ✓ Drop off will begin at 7:40am and dismissal will begin at 3:10pm

Bus Riders:

All buses will continue to use the loop located behind the school building. They will, however, now be using the access road on 167th Street to enter the school grounds and will not be using the main entrances to the school.

Y-Care:

All Y-Care families will be using the same loop the buses use behind the school building. Please note that you will need to enter with a right hand turn into the loop and a right hand turn out of the loop onto 167th Street.

Walkers:

All students identified as a walker will be dismissed from the east entrance of the school at 3:10pm. These students will walk along the east sidewalk and continue on the sidewalk along 165th Street, Students will then proceed to the cross walk at 165th Street and Mur-Len Road to continue on to their residence.