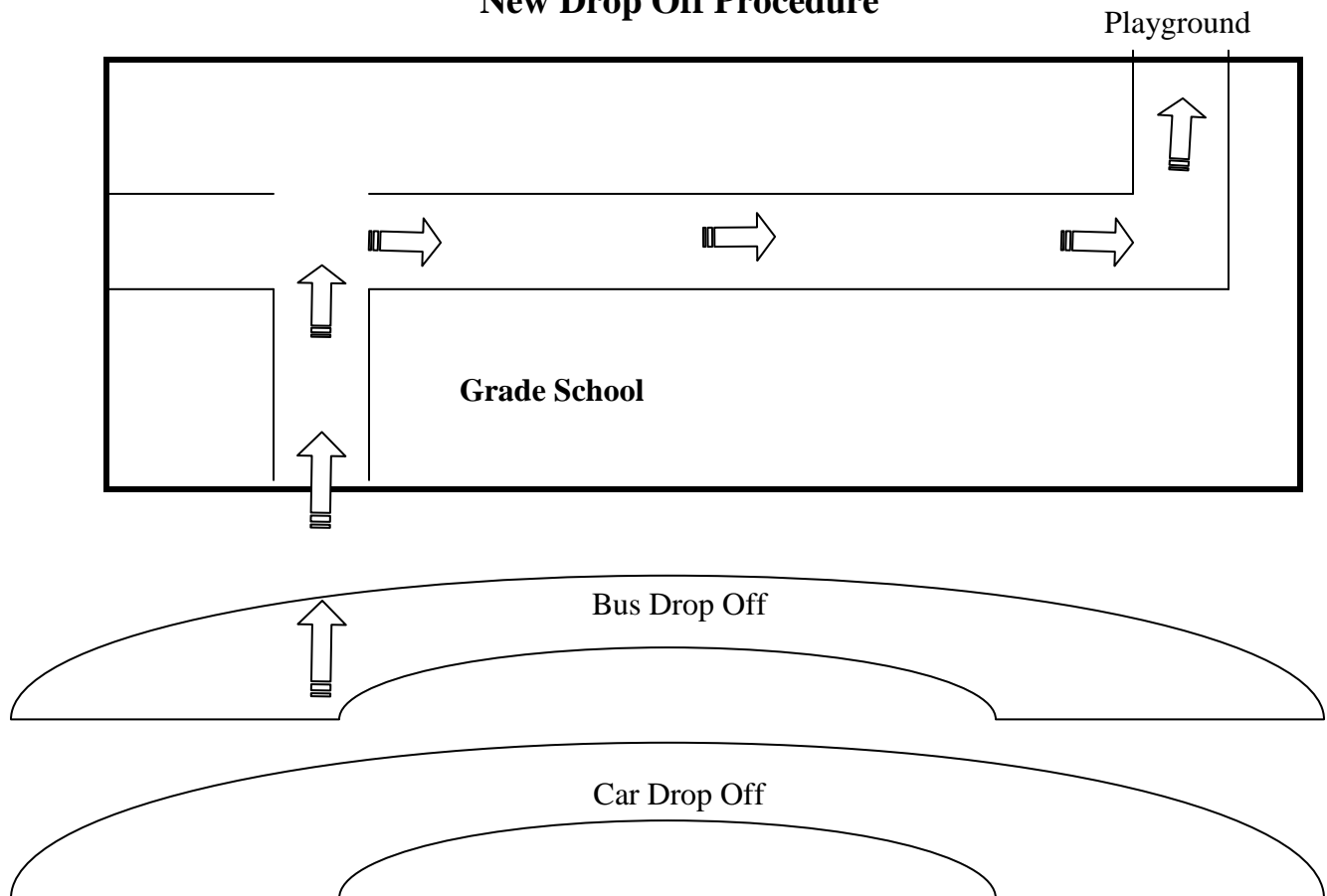


Newark Community Consolidated School
District # 66

New Drop Off Procedure



1. The car and bus drop off zones will remain the same. The lane closest to the school is for buses only; the lane closest to the street is for cars.
2. Students will **wait for an adult** to help them cross the bus drop off area before exiting their vehicle.
3. Students will enter school through the main entrance. They will turn right into the hallway and drop their book bags off in the hallway outside their classroom.
4. Students will continue down the hall and out the door that is closest to the old library / portable classroom to the playground.
5. Students will remain on the playground until instructed to line up for school.
6. In the case of bad weather, the procedure will remain the same except that students will go to the gymnasium.
7. Students will be allowed into the building after supervision is available at **7:30AM**.
8. Drive safely! We will have buses, cars, and students in the parking lot together.