



## **Covenant Drop Off and Pick Up Procedures**

- School hours are 7:45 – 3:00 (Lower School) and 7:45 – 3:15 (Upper School)
- Late arrival **Tuesday** has a 9:00 start for all students.
- Parents are required to stay in their vehicles during drop off and pick up.
- If you need to unload any items or walk your child in, please park in a spot so traffic can move.
- Friday – the whole school will dismiss directly after a schoolwide benediction (3 p.m.)

### **Morning Drop Off**

#### **All Students (Lower & Upper School Students)**

Due to our construction and the presence of utility vehicles/workmen, Covenant's drop off and pick up procedures have changed significantly.

All students in grades PK through 12<sup>th</sup> grade will be dropped off in the morning and picked up in the afternoon under the crimson awning on the east side of the building.

Use the following specified route:

- 1) Come up Hamblen Road and turn left on Bonnie Glen.
- 2) Follow Bonnie Glen around the back road and take a right on Lisa Lane.
- 3) Take a right on Hamblen Road and turn right into Covenant's first drive way.
- 4) Follow the parking lot around to the crimson awning.
- 5) Covenant staff will be there to welcome students and see them into the building.

### **Afternoon Pick Up**

#### **PreK through 1<sup>st</sup> Grade**

Students in grades PK through 1<sup>st</sup> grade will be dismissed from the parking lot that runs parallel with Hamblen Road, formally the student parking lot. (See image below) Dismissal will begin at 2:50 p.m.

#### **2<sup>nd</sup> – 6<sup>th</sup> Grade & Upper School Students**

All students in grades 2<sup>nd</sup> through 12<sup>th</sup> grade will be picked up in the afternoon under the crimson awning on the east side of the building. See route below.

2<sup>nd</sup> through 6<sup>th</sup> grade dismissal begins at 2:50 p.m.

7<sup>th</sup> through 12<sup>th</sup> grade dismissal begins at 3:15 p.m. (Except for Friday, which is 3 p.m.)

***NOTES:***

- The older siblings go to the younger sibling pick up location.
- This specified route enables Hamblen Road to be kept clear for neighborhood traffic.
- Parents, do not to park in the drive through line as it causes additional congestion for others wanting a speedy drop off.
- Parents are required to stay in their vehicles during drop off and pick up.
- If you want to walk into the building, even for a moment, you are *required* to park and walk in.
- US Student drivers may park in the middle section of the main parking lot – out of the way of drop off/pick up line.
- Friday – the whole school will dismiss directly after a schoolwide benediction (3 p.m.)

**DETAILED DIAGRAM ON THE NEXT PAGE.**



