



HEART OF OHIO CLASSICAL ACADEMY

Drop Off & Pick Up Policy

To ensure a smooth and safe experience for everyone, please follow these guidelines for student drop-off and pick-up:

1. Enter the school parking using the first driveway on your left off of Lakehurst Drive. (If you're at the roundabout, you've gone too far! Circle around and turn back.)
2. Once inside the parking lot, please enter one of the three rows marked on the map with red arrows and numbered 1, 2 & 3. Marked pylons will be physically present in these lanes. Which lane? Whichever one has an opening. (Just like crossing the border!)
3. School staff will begin to direct cars in lanes 1, 2 & 3 to pull up to the building's front entrance (Starting at 8 AM for drop off, and 3:30 for pick-up). When at the front of your lane (1, 2 or 3), kindly wait for a staff member in an orange vest to indicate that you should proceed to the school entrance. Follow the lane (the green arrow on the map) until you arrive at the school entrance.
4. At drop-off, your child(ren) should exit the car, and enter the school building. Please proceed to the exit only after you ensure your child(ren) has safely entered the school building. At pick-up, please wait patiently as your child(ren) is directed to your vehicle.
5. From the building entrance, follow the indicated exit lane (the long red arrow on the map). Exit the parking lot via Glendon court, and have a great day!

Please note that:

- Earliest entries to the parking lot will begin at 7:50 am for drop-off, and 3:00 pm for pickup. The lanes will be closed prior to these times.
- Parents with children enrolled in BeforeCare (7:20 am Drop off) & Aftercare (4:30 pm pickup) should enter the parking lot via the entrance at the roundabout, and pull right up to the front entrance.
- When in the lanes or front entrance, kindly remain in your vehicle at all times.
- Cars should not pass one another in the parking lot.
- Please do not use 'shortcuts' or alternate parking aisles; only those indicated in this plan.

We appreciate your assistance in ensuring a quick, efficient and safe drop-off and pick-up routine!

