

# Parking Lot Traffic Procedures

I wanted to take this time to review our traffic procedures (pick-up and drop-off) for those of you who will be new to Colina Middle School and for those of you that are returning. I have included a map showing the correct routes to follow in order to maximize traffic flow. It is very important to follow the directions of campus supervisors and administrators when entering the campus. Our main goal is safety followed by convenience for all of the drivers as a whole.

## DROP OFF/ PICK UP Options:

- During our busiest times (8:30-9:00 and 3:00-3:30) students may not be dropped off or picked up directly in front of the school.
  - This area by the front curb (Red and Yellow) is for school buses only.
- Drive toward the Boys & Girls Club and drop students off in the yellow drop off area.
  - Pull as far forward as possible.
  - **Do Not** let your child out early and walk around the moving cars.
- Many parents have found it beneficial to have their child walk and meet them a short distance from the school.
- Others have chosen to pick their child up at 3:30 when the traffic has subsided.
- Ascension Lutheran has been kind enough to allow us to use their front parking lot only (lot 3). Please respect their wishes and do not drive through their back lot or park in lots 1 or 2.

## CAUTION: TURNING LEFT into COLINA

- Between the hours of 8:00-9:00 and 3:00-4:00 no one may turn left out of our parking lot onto Hillcrest Drive. An officer from the TOPD routinely writes tickets to vehicles that are illegally parked or illegally turning out of our parking lot between these times.
- I also discourage people from turning left into our parking lot from Hillcrest Drive. It is dangerous and many times you may have to wait longer.
- It is suggested you go down Erbes Road to Thousand Oaks Boulevard to Rancho Road to Hillcrest Drive leading to a nice easy right turn into the parking lot. (SEE MAP ON REVERSE SIDE FOR TRAFIC FLOW)

## EAST PARKING LOT (nearest Ascension)

- Our east lot (near Ascension Lutheran) is for faculty/staff parking only and is closed to all other cars.
- Students may not be dropped off or picked up in this lot for safety reasons.

I always encourage suggestions; we have been studying the traffic flow at Colina for many years and have found this system works the best. It will be hectic the first couple of days, but once you decide which of my suggestions works best for you, you will have no problem picking up your child in a safe and timely manner.

Shane Frank  
Principal