North American Martyrs Catholic School

2526 Haymaker Road, Monroeville, PA 15146 www.namschool.org

NAM A.M. Drop Off Procedure

Bus Drop Off:

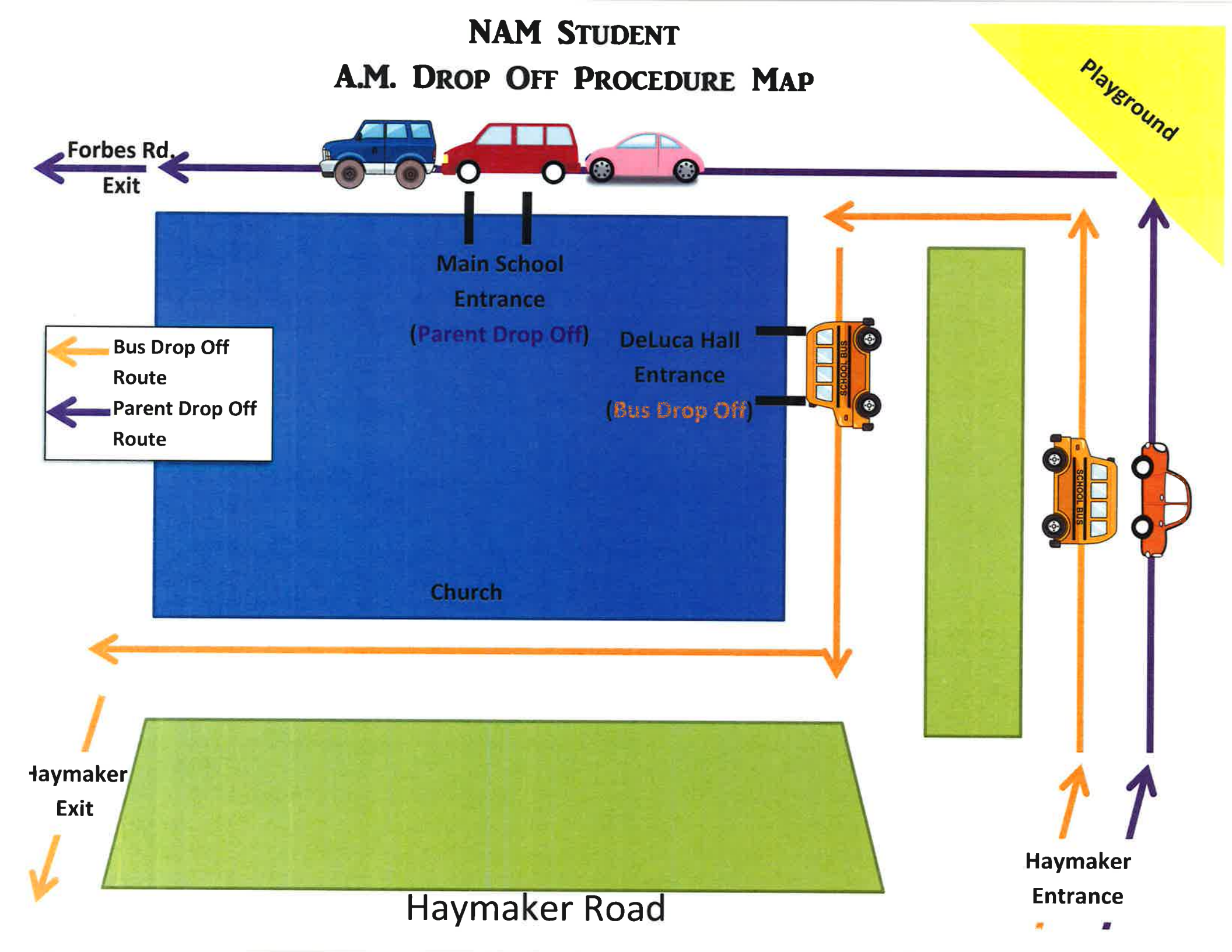
Bus drop off will take place at the DeLuca Hall Entrance. Buses will enter from the Haymaker Road Entrance to the parking lot, veer towards the right into the lower parking lot and then loop back in front of the DeLuca Hall Patio. Buses are to only exit using the Haymaker Road Exit.

Parent Drop Off:

Parental drop off will occur at the Main School Entrance, following the same entrance pattern as buses. Parental vehicles should enter from the Haymaker Road Entrance to the parking lot, veer towards the right into the lower parking lot and then continue on into the back parking lot. One car at a time will unload. Parental vehicles are to exit using the Forbes Road exit. Parents are asked not to block the turn and to give the buses right of way.

Your cooperation is this matter is greatly appreciated. It is our goal to utilize the safest procedures possible, while taking into consideration families' convenience.

NAM Student
A.M. Drop Off Procedure Map



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NAM Pick Up Procedure K-8

Dismissal will begin at 3:10 P.M.

Changes of Dismissal will not be accepted after 2:15 P.M. in order to insure the safe dismissal of *all* students.

Extended Care

Extended Care students will be dismissed to Ms. Danielle. In addition to Permanent Dismissal Plans that indicate Afterschool Program Care, a monthly Care Reservation Form must be filled out, or a daily change of dismissal form. In case of emergency, parents/guardians must both call the school office at 412-373-0889 and speak directly to the secretary **and** contact Ms. Danielle personally at 412-523-4241.

Clubs/Sports

Clubs and sports will be dismissed to the respective person in charge of each event; pending proper paperwork has been filled out and turned in for your student's participation in the club or sport. Dismissal time and location of each club will be noted in the newsletter. DeLuca Doors or Middle School Doors are common dismissal points.

Parent Pick Up

Parents will come to the DeLuca Hall Entrance and wait on the patio for students who have been designated Parent Pick by Permanent Dismal Plan or Change of Dismissal form.

Bus

Buses may line up at the Main School Entrance facing the playground. Bus students will be dismissed to their respective buses after all other students have arrived at their designated destinations (Extended Care, Clubs/Sports, or Parent Pick Up). No exceptions will be made.

Your cooperation in this matter is greatly appreciated, as the safety of our students is of the up most priority to North American Martyrs School.