

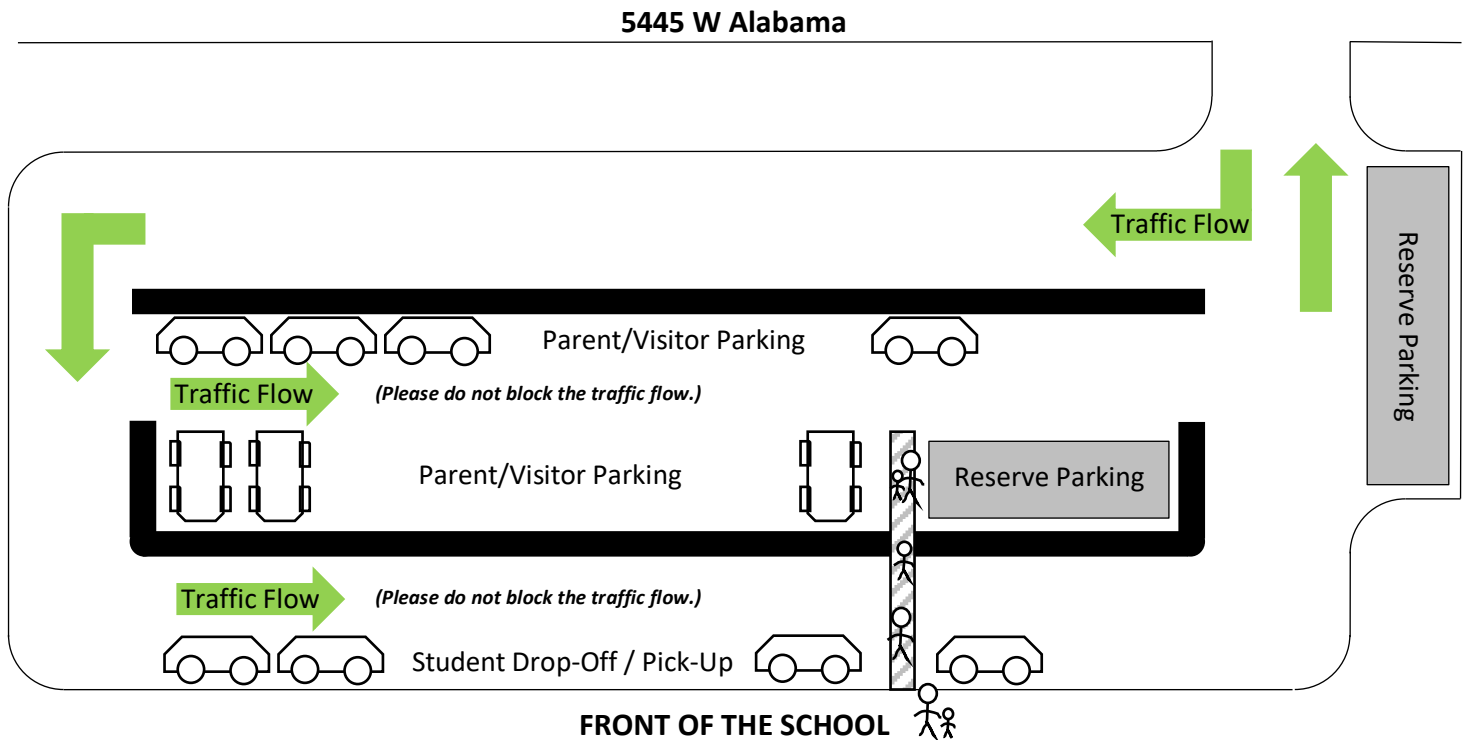
Mandarin Immersion Magnet School

Student Drop-Off / Pick-Up

Procedures

1. Please follow the directions of traffic flow and be courteous when the lanes merge.
2. Pedestrian traffic is heavy from 8:15 AM to 8:45 AM and from 3:40 PM to 4:10 PM. Please drive slowly and be ready to stop for pedestrians.
3. Drop-off
 - a. Please drop off your child only at designated area:
 - i. Park by the curb side in front of the school, or
 - ii. Park in the Parent/Visitor Parking area.
 - b. Please do not park in the middle of traffic flow to drop off your child.
4. Pick-up
 - a. Please form a line at the curb side in front of the school and have your placard ready.
 - b. Please move your vehicle forward and fill the empty space before picking up your child.
 - c. If your child requires additional assistance to buckle-up, please plan to park in the Parent/Visitor Parking area and pick up your child at the cafeteria door.
5. The parking lot next to our building is designated for teacher parking between 8:00 AM to 5:00 PM.
6. If the parking lot is full, please utilize street parking around campus and respect the city regulation.

Map



Important Hours

1. School opens from 8:00 AM to 5:00 PM. The front office is temporarily closed from 3:30 PM to 4:15 PM for dismissal. There will be no access to the building before 8:00 AM or after 5:00 PM.
2. Student hour is from 8:30 AM to 3:50 PM. Students need to arrive classrooms by 8:35 AM before tardy is marked. Late pick-up fee applies after 4:10 PM.
3. CIASP parent pick-up from 4:15 PM to 6:30 PM at the front of the school. Enrichment only pick-up at the side of the building from 5:00 PM to 5:30 PM.
4. All club sponsors sign in at the front desk (after 4:15 PM) or in the cafeteria (from 3:40 PM to 4:10 PM). Club students are dismissed at the cafeteria door with sponsors. Club visitors need to sign in before 5:00 PM or contact club sponsors if it is after 5:00 PM.