St Mary’s Drop off and Pick up Guidelines

At St Mary’s supervision of the students begins at 8:10am. There is no official supervision before this time, unless your child is at Before School Care. Students are supervised in the middle playground by a teacher from 8:10am until 8:40am, when our school day promptly begins.

The safety of people within our Parish and School community is a responsibility we ALL share and this note highlights the procedures and guidelines for Pick Up and Drop Off of all students.

**MORNING DROP OFF**

When dropping off your child there are several options; Denison Street, Churchyard or Middle Playground.

**Denison Street:** In front of the main school entrance there is a “Kiss and Drop” zone where parents can “drop” off their children and watch them walk into school. We ask that you do not park and exit your vehicle so that all parents can benefit from this drop off option. A reminder there is no official supervision of the children until 8:10am when using this option.

**Churchyard:** There is minimal parking available in the Churchyard as this is reserved for members of our community attending Mass and Parish/ School Staff parking. If you do use the Churchyard drop off area please escort your child to the Middle Playground or drop them off at an appropriate area where they do not have to walk through moving cars. This area becomes very congested and can be an unsafe area for unaccompanied children. We remind parents that the use of mobile phones whilst driving in the carpark should not take place and that all community members need to be aware of appropriate speed limits in the carpark area. We encourage all parents to enter via the gate on Raglan Street and exit via the Whistler Street gate if arriving after 8:10am in the morning. There is no parking in the Church side of the car park between 10:30am-3:30pm

**Middle Playground:** Parents can walk with their children to the middle playground where they are supervised by school staff from 8:10am.

**AFTERNOON PICK UP**

When picking up your child there are several options; Denison Street, Churchyard or Middle Playground. We encourage all parents to take advantage of the drive through options at Denison Street and Churchyard.

**Denison Street:** Denison Street pick up is a drive through service, where parents are required to remain in their cars so that all parents can benefit from this quick and easy pick up and also so that traffic in the local community is not affected. This pick up point should be accessed by entering Whistler Street and joining the queue on the right hand side of the street. This queue starts at the Blue Sign at the defunct driveway near the school hall- not the beginning of Whistler Street or the driveway that enters the carpark or the stretch of road between the pedestrian crossing and defunct driveway - this stretch of Whistler St is a “No Stopping Zone”, the Presbytery driveway is also a “No Stopping Zone”. Rangers regularly patrol this area and the current fines are $325 and 2 demerit points.

The queue then travels along Whistler Street and turns left into Denison Street exiting at Manly Beachfront. We ask that all parents using this service have their Surname written clearly on a piece of
paper/cardboard and displayed in your front windsren, so that school staff can call names and have your children promptly ready for you.

We ask that if the queue is not moving, please drive around the block and re-join the queue, alternatively you may wish to park on the beachfront or one of the local carparks which offer 2 hour free parking. Please do not block traffic on Whistler or Denison Street.

Please note school staff cannot be expected to recognise the numerous cars that families own or see through tinted windows. We also ask all parents abide by the NSW Road Rules, including not using your mobile phones and adhering to No Stopping zones and the school zone speed limit. The school cannot assist families who are issued with fines if they violate NSW Road Rules.

Churchyard - Churchyard pick up is a drive through service, where parents are required to remain in their cars so that all parents can benefit from this quick and easy pick up and also so that traffic in the local community is not affected. Churchyard pick up begins by entering via the green gate on Raglan Street (please do not block the carpark entrance) and lining up in a car line that exits via the Whistler Street gate. Two lanes form when entering into the Church side of the carpark where students will be delivered to the cars, we ask parents do not exit their cars and come to their children, so that the staff can monitor the safety of the children. We ask that all parents using this service have their Surname written clearly on a piece of paper/cardboard and displayed in your front windsren, so that school staff can call names and have your children promptly ready for you. Please note school staff cannot be expected to recognise the numerous cars that families own or see through tinted windows. We also ask all parents abide by the NSW Road Rules, including not using your mobile phones and adhering to No Stopping zones and the school zone speed limit. The school cannot assist families who are issued with fines if they violate NSW Road Rules.

We ask that if the queue is not moving, please drive around the block and re-join the queue, alternatively you may wish to park on the beachfront or one of the local carparks which offer 2 hour free parking. Please do not block traffic on Whistler or Denison Street.

There is no parking in the Church side of the car park between 10:30am-3:30pm (From time to time this pick up option will be closed due to Funerals, Weddings or other events beyond St Mary’s control- parents will be notified in the event of this occurring).

Middle Playground and “Big Tree” (Denison Street non car pick up) - Parents can also pick up their children from the middle playground and the Denison Street playground area on foot. If parents are using this pick up option they are asked to park in the local surrounding areas and not the Churchyard carpark as this creates a safety issue for the students and staff on Churchyard pick up as reversing cars interfere with the drive through and creates extra traffic stress on the local community. There is no parking in the Church side of the car park between 10:30am-3:30pm

We thank you for supporting us in following these procedures and guidelines to help create a safe and respectful school environment for all of our community,

St Mary’s Staff