



EKA TRAFFIC POLICY and PROCEDURES

To keep our students safe during the hectic drop-off and pick-up times, we ask for your cooperation. It is essential that you and anyone designated to drive your student(s) agree to our traffic policies and procedures. Your partnership with us in implementing these procedures will provide a safe environment for our students and help us maintain a good relationship with our neighbors. Thank you in advance for supporting our efforts to protect all of our students.

In order to effectively manage traffic flow, we need your agreement to comply with our policies and procedures.

TRAFFIC PROCEDURE

Please read carefully the following traffic procedures for the 2019 – 2020 school year. While the majority of our families already follow these traffic guidelines, we do expect 100% compliance. Families will be contacted should they or their alternate be observed in violation of our traffic/safety procedures.

The following will be enforced for the 2019 - 2020 school year during school hours from 7:00 am – 4:30 pm, Tuesday – Friday.

- All State of Nevada traffic laws.
- Instructions from all school personnel regarding traffic.

NOTE: It is illegal to make a U turn in a school zone while traffic signals are flashing.

The following actions are strictly prohibited:

- Dropping off students on campus prior to 7:00 am.
- Exiting a vehicle on Mountain Vista on the non-curb side lane.
- Dropping students off in the traffic lanes on Mountain Vista.
- Double-parking on Mountain Vista.
- Stopping traffic on Mountain Vista to “wait” for a parking spot.
- Parking/Stopping/Standing in the coned off area on Mountain Vista.
- Parking/Stopping/Standing in EKA’s driveway.
- Parking/Stopping/Standing on Mountain Vista between EKA’s driveway and Carol Circle.
- Leaving vehicles unattended in the NO Parking Zone on Mountain Vista.
- Blocking any intersections.
- Horn honking, except as a warning of imminent danger.
- Use of cell phones or texting while in the drop-off or pick-up lanes or on Mountain Vista.
- Parking in daycare bus parking or stopping in front of bus parking area.
- Moving or destroying cones to create a parking spot.



Please follow these procedures at all times:

- Speed limit is 5 mph on campus at all times.
- Always watch for students crossing or walking through travel lanes on campus.
- To prevent unnecessary traffic back-ups or delays, students should disembark or embark in an expeditious and safe manner.
 - Backpacks, etc., should be readily available, **not in the trunk.**
- Drivers must remain in their cars unless parked in a marked parking spot.
- Traffic flows counter-clockwise around the school during peak pick up and drop off times. (7:15-8:15 and 2:30 - 4:00)

SITE SPECIFIC PROCEDURES:

Elementary School (Normal School Hours 7:45 – 3:00 pm)

School personnel will be stationed around the school to assist with morning drop-off and afternoon pick-up.

TRAFFIC PROCEDURES:

- Elementary families are encouraged to use EKA valet system for pick up and drop off.
- All elementary students should be dropped off and picked up in the traffic lanes on campus. Staff will assist with the embarking/disembarking of students.
- Valet begins at 7:20 each morning.

Specific to afternoon dismissal at 3:00 pm.

- If you do arrive before the gates open at 2:30, please back into an available marked parking spot to wait for staff to release you.
- Display your placard to identify your student and grade level.
- Once gates have opened, drive forward to your designated pick up area so staff escorts can easily open and close car doors.
 - K and 4/5 – Stay in inner lane. Pick up is at the playground gates to the south of Buildings A and B.
 - 1st – 3rd – Stay in the outer lane until instructed by staff to move to the inside lane. Pick-Up is to the south-east corner of building A.
- If picking up more than one student, make sure the school is aware so that they can stage the students together. You must have a placard for every student you are picking up.
- Do not stop in the traffic lane at any time other than at designated pick up locations.
- Do not engage faculty in conversation. Traffic and safety are their primary concern at dismissal. If you wish to talk to an advisor, please call the office and leave a message or email the advisor directly.



"Personalizing Education – Challenging Minds."

Secondary School (Normal School Hours 7:55 – 3:40 pm)

- Designated drop off and pick-up area for Secondary students is the gated area between Buildings B and C on the north side of the facility.
- Gates are opened at approximately 7 am each morning.
- If you arrive early for afternoon dismissal, back into a designated parking spot. Do not block traffic lane.
- Students left on campus after 4:30 pm (except students attending after-school EKA sponsored activities,) will be asked to leave campus. EKA personnel will not be responsible for students after 4:30 pm. Please determine a safe offsite location to meet your student if you cannot pick them up by 4:30.

Student Drivers

- Student drivers must register with the front office and complete a parking agreement.
- Student drivers will be assigned a specific numbered parking spot on the north side of Building B.
- Student drivers will be given a placard that must be visible in the window when parked on campus.