

VISITOR/PARKING POLICY

ROBINSON ELEMENTARY

All visitors must enter Robinson Elementary through the main front doors and report directly to the office area. After entering the front office area, a visitor must sign in and receive a visitor's pass in order to be allowed to walk through our building. If you are coming to sign your child out, our office staff will assist you with this process. If you are coming to see a teacher or staff member you must first go to the office area and see the principal or designee.

- If parents wish to walk their student to the door of the building in the mornings, they must park in the back parking lot and enter the front door of the building. Only Pre-school students can enter through the creekside door with teacher assistance; All other students must walk to the front door to enter.
- All students must be in class and ready to work at 8:00am.
- In the mornings, parents can make the circle through the front parking lot, only if they are dropping their child off. No Parking until after 8 AM.
- Buses have 1st priority.
- Parents will also park in the back parking lot during afternoon dismissal.
- The gate to the back parking lot will be locked for safety reason during school hours. See dismissal guidelines.
- Parents who come to the school for any reason between 8AM and 2:45PM should park in the front parking lot and be out of the front parking area by 2:45PM.