



Welcome back to another school year here at the Key Biscayne K-8 Center. We hope you had a great summer. Please take a moment to read the information below as we have approximately 835 children making their way to and from school each day. These procedures are in place to make the drop-off/pick-up process run smoothly.

The Key Biscayne Police Department is working to protect your child by enforcing all traffic statutes and speed limits. Your assistance is necessary to ensure a safe environment for your child. **Please respect the Speed Limit, No Parking and No Stopping or Standing signs. A "No Texting While Driving" Law is in effect and a "Hands Free School Zone" will be enforced.** First violation is \$30 and any other violations in a 5-year period will cost \$60 and 3 points on your license.

There is no drop-off/pick-up area on any of the side streets surrounding the school. Dropping off your child on the side streets can create a hazardous situation for the students. If your child will be walking to school or home, review the "Safe Route to School" map.

Arrival Procedures

There are various drop-off and pick-up areas. There will be safety patrols at each drop-off area to assist your child while they exit the car. Please have your child ready to exit when you are near the **front of the line**. Drivers should remain in the car and pull all the way up to the furthest point of the drop-off area. This will help the flow of traffic. Any late student will be required to get a late pass before going to class. Students walking to school will be required to use cross walks when crossing the street. (Refer to attached map for drop off and pick up areas numbers 1-4). **YOU MAY NOT STOP IN THE MIDDLE OF THE STREET TO EITHER DROP-OFF OR PICK UP YOUR CHILD.** No child will be permitted to run between stopped cars to get into your car. This is done for your child's safety.

The listed areas below are the **ONLY** acceptable areas for drop-off/pick-up. Please find the assigned drop-off/pick-up area for your child and utilize it to maintain the flow of traffic.

Pre-K, Kindergarten and First Grade students will proceed to the elementary school cafeteria where they will be supervised by school personnel until their teachers pick them up. Students exiting their vehicles will be assisted by the safety patrols and escorted to the cafeteria. **Second-Fourth Grade** students will proceed to the PE area where they will be supervised by school personnel. **Fifth-Eighth Grade** students will proceed to the middle school cafeteria where they will be supervised by school personnel until their teachers pick them up or middle school teachers are ready to receive them.

Drop-Off Area/Time

- Pre-K, Kindergarten and First Grade will be dropped off beginning at 7:50AM in the elementary cafeteria on West McIntyre Street (map area # 2)
- 2nd and 3rd grade will be dropped off beginning at 7:50AM on Glenridge Road via ramp (map area # 1)
- 4th grade will be dropped off beginning at 7:50AM on Ridgewood Road (map area # 3)
- 5th through 8th grade will be dropped off beginning at 8:10AM on West Enid Street (map area # 4)

Pick-Up for Pre-K-4th Grade:

If you pick-up your child after school, please write your child's name preferably with a dark colored marker, on the paper/tag provided to you by the school that will go home on the first day of school. Display this in your front windshield so that the teachers and security personnel will be able to direct your child to the vehicle. You **will not** be permitted to park and leave your car in the pick-up lane.

Pick-Up Areas/Times:

Monday, Tuesday, Thursday & Friday (Wednesday dismissal is at the same location at 1:50PM for all students)

- Dismissal at 1:50PM on McIntyre Street for the following teachers: **Sosa, Barcelo, Bello, Batlle, Patrick, del Marmol and Nordhagen**
- Dismissal at 1:50PM on Glenridge Road via ramp for the following teachers: **Baroni, Quiros, D'Ottone and Romanach**
- Dismissal at 3:05PM on Glenridge Road via ramp for the following teachers: **Immediate, Ramos, Ferreyros, Rodriguez, Salabarría, Wolfe, and Manzieri**
- Dismissal at 3:05PM on Ridgewood Road for the following teachers: **Walshe-Crawford, Medina, Lopez, Montero, Lulo-Toglia, Pestano**
- Dismissal at 3:05PM on West McIntyre Street for the following teachers: **Babani, Cortez and McGrath, Wright, and Sotolongo**
- Dismissal at 3:05PM on West Enid Street for the following fifth grade teachers: **Thorne, Garcia, Brennan, Keif, Albanis and Lara and all middle school students**

PARKING

There is parking located around the school on Glenridge Road and on West Enid Drive. Space is limited and we encourage walking. You may park on Ridgewood Road and on West McIntyre Street at any time **other than** the drop-off/pick-up times.

Please do not park in front of the gates leading to the field. This area **must** be kept clear in case of an emergency that necessitates getting police cars and/or fire-rescue trucks on to the field. You **will** be fined, and your vehicle may be towed.

If you follow these simple traffic procedures, review the attached traffic map and exercise safe driving, you will be helping to maintain a safe environment for all our children and school families.

If you have any questions or concerns, please contact the school at (305) 361-5418 or Sergeant Martin Santiago at (305) 365-5555 X 1128.

Respectfully,

Julissa Piña
School Principal



Frank Sousa
Chief of Police

