



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. 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. Repeated safety offenses may result in an administrative withdrawal from EKA.

The following will be enforced during the 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:

- Exiting a vehicle on Mountain Vista on the non-curbside lane.
- Exiting a vehicle in any zone to approach a classroom door.
- Attempting to walk up to pick up a student at a classroom door.
- 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.
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- Parking in daycare bus parking or stopping in front of the bus parking area.
- Moving or destroying cones to create a parking spot.
- Line/Queue jumping
- Engaging in verbal disputes with EKA staff or other EKA family members.
- Exiting vehicle to engage in verbal disputes with EKA staff or other EKA family members.
- Driving clockwise around the school during peak pick up and drop off times. (7:15 - 8:15 and 2:30 - 4:00)
- Refusing to move vehicle when requested by any EKA staff member.
- Parking in any numbered parking spot on the south side of the buildings.
- Playing music in a vehicle loud enough to be heard inside of the facility.
- No smoking of any controlled substance on school property or in a vehicle on school property.

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 counterclockwise 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)(7:55 am - 3:10 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 the 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 7:30 am each morning.
- Elementary students should not exit the vehicle prior to 7:30 am or the start of valet, whichever is sooner.



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Specific to afternoon dismissal at 3:10 pm.

- If you do arrive before the gates open, please back into an available marked parking spot in front of buildings B and C to wait for staff to release you.
- Display your placard to identify your student.
- Once gates have opened, drive forward to your designated pick up zone.
- 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 a teacher, please call the office and leave a message or email the teacher directly.

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

- Secondary students should not be dropped off on campus prior to 7:20 am.
- 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.
- If you arrive early for afternoon dismissal, back into a designated parking spot. Do not block the traffic lane.
- Students must be picked up within 30 minutes of their last class or after school activity. Please determine a safe offsite location to meet your student if you cannot pick them up within 30 minutes after their last class or after school activity.

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.