

**TO:** PBL Parents/Guardians/Students  
**FROM:** Cliff McClure, PBL Superintendent  
**RE:** Dismissal Procedures at the Junior High School and Senior High School  
**DATE:** August 20, 2008

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PBL School District administration recognizes potential hazards at our Junior High and Senior High School complex at dismissal times when parents are picking up students. Many students are walking home, loading buses, or exiting the property. This heavy flow of pedestrian and vehicular traffic brings to light some safety concerns for our students as they depart from school.

The following procedures have been established:

- 1). All PBL High School students are to park in the east (front) lot and are to exit on either Orleans Street or Center Street. PBL High School students that ride a school bus should report to the Little Assembly after dismissal until school buses arrive.
- 2). Persons picking up elementary students at the Junior High should park in the north lot adjacent to the Junior High gymnasium and PBL Administration Office entrance. Persons should utilize the marked parking spaces and NOT park along the curb or behind/in front of cars parked in marked spaces, and then exit on Pells Street.
- 3). Persons picking up High School students should utilize the marked parking spaces near the High School entrance and NOT park along the curb or behind/in front of cars parking in marked spaces and should exit on Center Street or Orleans Street.
- 4). PBL Junior High students who walk home or are picked up must exit out the north doors of the Junior High. Junior High students who ride buses must exit out their respective classroom wings after all buses arrive.
- 5). Students who walk or ride a bike home must not cross the parking lot at Center Street. Students who ride bikes to school must walk them on and off school property. Both pedestrians and bike riders should walk to Pells Street or Orleans Street to use the sidewalks. There are no sidewalks located on Cherry Street from Orleans Street to Pells Street, and students are required to walk east on these two streets, and then use Elm Street to go either north or south.

Persons driving are reminded that there is a 10 MPH speed limit on PBL school grounds. Speed bumps have been installed to help reduce vehicle speed on school property. Please keep a watchful eye out for students who may not heed our requests and run in between cars across the parking lot. We can avoid any mishaps and have safe and orderly dismissals with everyone's help.