



Kiran's Montessori Preschool

3581 Helen Dr, Pleasanton, CA 94588

Ph: (408)203 0214

General Pick up and Drop off Procedures

Dear Parent/Guardian,

Please be advised of the following policies:

1. Clients shall use two driveway spots and three curbside spots for parking, loading, unloading of children at all times. Parking on neighbors' driveway is prohibited. In the event you arrive and the designated area is taken, please wait in your car until a space is available.
2. Clients shall drive safely and follow all traffic regulations of street Helen Dr and the surrounding neighborhood, including but not limited to observing the posted speed limits (25) mph .
3. Clients shall be mindful of adjacent property owner's safety concerns when driving to and from Kiran's Montessori Preschool. Clients shall be mindful of their noise level when entering and exiting.
4. Clients shall not make U-turns or park in neighboring driveways nor make U-turns within the street right of way. Clients will refrain from any maneuvers that are unsafe or would obstruct flow of traffic.
5. Under no circumstances shall the client do the following while dropping off or picking up their child:
 - Honk horn
 - Double park
 - Park in the middle of the street
 - Leave engines running
 - Park in the wrong direction on (Helen Drive).
6. Please give yourself 5 minutes (arrive by 4:45 pm) after you park to come in, collect your child's belongings including backpacks, artwork, enough time for them to put their shoes and jackets on before they are ready to leave.

7. Pick up and drop off times are very busy especially when there are more than 2 kids getting picked up at the same time. Keep the pick up brief (5 minutes max) and refrain from having long conversations with other parents as this way you are holding up a parking spot and possibly there is another parent waiting to pick their child. You can always meet up after school at Nielsen park for a conversation and a nice little pay date.

We sincerely request that you strictly follow all conditions listed above without any exception. This is very essential in order to preserve a safe environment in our neighborhood and for children attending our program.

We appreciate your understanding, cooperation, and help.

Please sign below stating that you have read, understand and agree to follow **Kiran's Montessori Preschool** Pick-up & Drop-off Policy.