

ST. JOSEPH MONTESSORI SCHOOL

DROP-OFF, PICK-UP, AND PARKING – PLEASE READ CAREFULLY

SJMS has a small parking lot. Observe these guidelines to move traffic efficiently while keeping our children safe.

GENERAL GUIDELINES

ENTRANCE and EXIT: The entrance is **ONLY** from Hamlet Street and the exit is **ONLY** onto First Avenue.

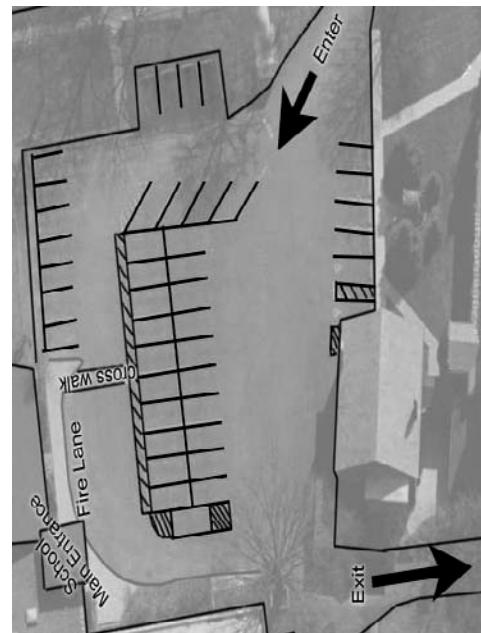
SUMMIT STREET ENTRANCE IS NOW OPEN!: Please feel free to use this entrance. If the door is unattended, you will need to “buzz-in” via the buzzer to the left of the door.

CROSSWALK and CROSSING GUARDS: If you or your children are walking into the building, cross at the marked area only. Obey staff crossing guards in the parking lot during drop-off and pick-up times.

FIRE LANE: The marked area in front of the main entrance **MUST** be kept clear for emergency vehicles. In the morning this area is reserved for **DROP-OFF** for all students, and, at 3 p.m. is used for **PICK-UP** of Children’s House students. If you utilize this lane at either pick-up or drop-off, **DO NOT** leave your car. Allow staff and older students to assist your children.

Be mindful of cars parked in the church parking lot.
PLEASE DO NOT PARK IN THE RECTORY’S CAR PORT.

**NEVER LEAVE YOUR CAR UNATTENDED
IN THE FIRE LANE.**



MORNING DROP-OFF (8:15 a.m. to 8:30 a.m.)

EARLY CARE (7:30 a.m. to 8:15 a.m.): Drop off students at the main entrance. If you wish to park, use the designated spots near the fence or the diagonal spaces. Parking spaces in the center are reserved for staff.

CHILDREN’S HOUSE: To drop off your child, pull around to the main entrance as directed by the crossing guard. and grade students are on duty from 8:15 - 8:30 a.m. to walk the younger children to their rooms. If you wish to walk your child to class, please park and cross in the crosswalk. Do not block any cars if you intend to be in the school longer than 5 minutes.

ELEMENTARY: Use the drop-off area at the main entrance. If you drop your children off at the back of the parking lot, make sure they proceed to the crosswalk. Please do not form multiple lanes in the back of the lot. Children walking between these lanes toward the crosswalk are at risk from moving vehicles. If you wish to walk in with your child, please follow the same instructions for Children’s House.

MID-DAY PICK UP (11:30 a.m. to 12:30 p.m.) - Parking is generally not a problem at this time. If you are blocking another car and expect to be longer than 5 minutes, please inform the office in case we need to find you to move your car.

AFTERNOON PICK UP (3:00 p.m. to 3:20 p.m.) ➡ **PLEASE OBEY THE CARPOOL DIRECTORS**

➡ Parking three rows deep is not permitted after 2:00 p.m. Park on Summit Street or Hamlet instead.

CHILDREN’S HOUSE: Form two (2) lines at the Main Entrance. Teachers will walk your children to the car.

ELEMENTARY: Drive straight ahead when entering the parking lot and form three (3) lines of traffic facing the south end door of Ryan Hall (the gym). Please stay in your car. Middle School students will walk your children to your car.

If you have children in both **CHILDREN'S HOUSE** and **ELEMENTARY**, the following applies: Kindergarteners will be with older children at the Ryan Hall door. If younger children are ages 3 or 4, all children will be at the main entrance.

AFTERCARE (3:30 p.m. to 6:00 p.m.): Park in any available spot but please do not block other cars.

Please see other side for Drop-Off, Pick-up, and Parking Information

**ST. JOSEPH
MONTESSORI SCHOOL
SCHOOL BUS INFORMATION**

School bus service is available only to Kindergarten age students and older. Please contact your local school district to see if transportation is available to SJMS. If no route is offered for your child after you apply, you may be eligible for a reimbursement called Payment in Lieu of Transportation from your local school district. Please contact the SJMS main office at 291-8601 for forms or more information.

BEXLEY SCHOOL DISTRICT

Mr. Joe Westfall - 372-0516
348 S. Cassingham Rd.
Bexley, Ohio 43209

PICKERINGTON LOCAL SCHOOL DIST.

Mr. Ron McClure
Peterman Transportation – 837 -8525
7865 Refugee Road
Pickerington, Ohio 43147

WC BRUNK INC. TRANSPORTATION

Ms. Teresa Seward - 451-0947
2001 Circle Drive
Columbus, Ohio 43220

REYNOLDSBURG SCHOOLS

Mr. Mike Rosenberger – 501-1041
7932 E. Main St.
Reynoldsburg, Ohio 43068

COLUMBUS SCHOOL DISTRICT

Ms. Wendy Green - 365-5074
889 E. 17th Avenue
Columbus, Ohio 43211

UPPER ARLINGTON SCHOOLS

Mr. Jason Sherman - 876-8343
4104 Roberts Road
Columbus, Ohio 43228

DUBLIN SCHOOL DISTRICT

Ms. Jean Herkender - 764-5926
6371 Shier Rings Road
Dublin, Ohio 43016

WESTERVILLE SCHOOLS

Ms. Becky Mitz or Mr. Randy Snyder - 797-5950
125 E. Walnut Street
Westerville, Ohio 43081

GAHANNA PUBLIC SCHOOLS

Ms. Mildred Fairchild - 751-7581
160 S. Hamilton Road
Gahanna, Ohio 43230

WHITEHALL SCHOOLS

Ms. Susan Smith - 417-5122
625 S. Yearling Road
Whitehall, Ohio 43213
Fax: 417-5142

NEW ALBANY SCHOOLS

Mr. Phil Bice - 855-2033
55 N. High St.
New Albany, Ohio 43054

WORTHINGTON CITY SCH. BUS TRANSP.

Mr. George Sontag - 883-3180
6545 Kingsmill Court
Columbus, Ohio 43229

OLENTANGY SCHOOLS

Ms. Lori Carter-Evans - 740-657-4080
3580 Home Road
Powell, Ohio 43065

SOUTHWESTERN CITY SCHOOLS

Ms. Joanne Vitek - 801-8550
3427 Southwest Blvd.
Grove City, Ohio 43123

CAPITAL TRANSPORTATION

Ms. Linda Evans - 258-0400
1170 N. Cassady Ave.
Columbus, Ohio 43219