

TRAFFIC FLOW FOR DROPOFF AND PICKUP

Students who walk or bicycle to school should always obey the traffic lights and Walk/Don't Walk signals. Students may lock up bicycles at the bicycle racks near the entrance, but all bicycles must be removed at the end of the school day; no bikes should be left on campus after hours or on weekends. The Academy is not responsible for any bicycles or other personal property left on the campus after hours or on weekends.

The Academy does not provide bus transportation to/from school.

Students will not be released to leave school with any adult except the parent, or by written permission of the student's parent. If another adult will be picking up your student to drive home after school, please file permission with the office through required annual enrollment or re-enrollment documents.

It is school policy that Academy faculty/staff do not transport students in their personal vehicles.

Once a student is on campus, he/she may not leave except under parental supervision or under the supervision of an authorized teacher or coach.

Drive-Through Drop-Off/Pick-Up

- *Prep-ONLY families Drop-Off/Pick-Up:* Enter from northbound Bullard Avenue, on the west side of the campus, near the Administration Offices. Follow the parking lot south, then turn along the south side of the Prep building for pick-up/drop-off at the Prep Entrance. Please leave the middle lane in the drop-off zone clear for exiting cars. Exit the campus via Palm Lane.

- *Prep/Archway families Drop-Off:* Enter the campus from Encanto Blvd and form two lanes of traffic that flow around the football field to the Archway Pick-Up/Drop-Off Zone on the North side of the Archway building. Once ALL students have been dropped-off in front of the Archway building, drivers will follow the flow of traffic and exit with a right turn on Encanto. Prep students will follow the sidewalk around to the east side of the building and enter campus at the gate near the gym.
- *Prep/Archway families Pick-Up:* Prep/Archway families can pick-up both their Prep and Archway students from the Archway Pick-Up Zone. Please notify your Prep Students to meet you promptly on the Archway side where they should wait on the sidewalk of the Archway Pick-Up Zone until their parent arrives.
- *Please note that Archway students being picked up by car will not be released to prep siblings, only to parents.* High School students who drive may pick up their siblings in the parent walk-up line on the archway side.

Walking/Biking Students

Walking and biking students MUST use crosswalks and sidewalks to enter/exit the campus and obey all traffic signals and crossing guards. Crosswalks on campus will have a monitor during drop-off/pick-up. Students may lock up bicycles at the bicycle racks on the East side of the property near the gym. All bicycles must be removed at the end of the school day; no bikes should be left on campus after hours or on weekends. The Academy is not responsible for any bicycles or other personal property left on the campus after hours or on weekends:

- *South Exit Route:* Prep students may cross at the crosswalk located at the southeast corner of the Prep building and follow the sidewalk to Palm Lane. If proceeding east along Palm Lane, they will cross the road again at the south exit of the campus.
- *West/North Exit Route:* Prep students may also follow the sidewalks to the crosswalk at the northwest corner of the Archway building and walk along Bullard Ave in either direction to cross at a traffic light.

For the safety of all, students will NOT be allowed to walk/ride bikes through the parking lot and must use these designated walking/biking routes.

Parking during Pick-Up/Drop-Off

If you need to visit the Trivium Front Office during drop-off/pick-up times, please park in the northeast parking lot (marked in yellow) and follow the sidewalks to the Trivium Front Office entrance on the west side of the campus.

Student Drivers must have a school-issued permit to park on the Trivium campus. Student Parking Permit links are sent out in July and are prioritized from 12th grade down and based first come-first served. Student permits designate a specific space on the northeast side of the campus where Student drivers should enter the campus from Encanto Blvd. and leave by merging with archway traffic exiting on Encanto.



