

## Important Information for Grandparents' & Special Friends' Day

**Tuesday, November 21, 2023**

### SCHEDULE FOR THE DAY

**9:15am** - Check-in and Breakfast

**9:40am** - Welcome Remarks

**10:00-10:45am** - Classroom Visits

**11:00am** - Chapel Service and Student Performances (PreK-8th Grade)

### VISITOR DROP OFF & CHECK IN

**Faculty and staff will be ready to welcome visitors starting at 9:00am.**

Visitors attending the classroom visits with limited mobility may be dropped off at the Porch Door (3-4 stairs to enter the building) or at the Dining Room door (ramp entry).

Guests attending the chapel service can be dropped off on S. Washington Street at the main Chapel entrance (5 stairs) or the handicap accessible side chapel entrance between the Parish House and main entrance.

### PARKING

**Visitors are highly encouraged to carpool as on-campus parking is extremely limited** and first come, first served.

On-campus parking options include:

- Parallel parking in Carpool Lane 1 and two spaces along the fence
  - *Carpool Lanes 2 and 3 MUST remain open for traffic flow*
- Diagonal parking spaces along the entrance driveway
- Standard parking spaces in the main lot and two spaces in front of the dumpster

Once on campus parking is full, drivers will be directed to drop off guests and find alternate parking. Options include:

- Neighborhood street parking on [South Van Buren Street](#)
- Rockville Town Square parking [Garage A](#), [Garage B](#) and [Garage C](#) (free for 2 hours)
- Metered street parking in Rockville Town Square, and around the Cambria Hotel/Regal Movie Theater (Parkmobile app or coins)
- [Colonial Garage parking](#) across from Regal Movie Theater

### DISMISSAL

**Staff will be in the parking lot to assist the flow of traffic throughout dismissal. Please be patient and follow staff instructions to ensure a safe and efficient process.**

Guests with limited mobility will be asked leave from the side chapel doors. Drivers may pull up to the front of the chapel on S. Washington Street to load their guests and any students they are picking up.

Family members **MUST** sign out their student with the homeroom or advisory teacher. Kindergarten-8th grade students with a guest attending the chapel service will return to their classroom to gather belongings. Preschool students will remain in their classrooms until dismissal.

<b>Preschool Dismissal 11:30-11:45</b>	<b>Lower School Dismissal 11:55-12:20</b>	<b>Middle School Dismissal 12:10-12:30</b>
Visitors may sign out their student from the homeroom teacher in their classroom  -OR- Standard dismissal will take place in Lane 2 starting at 11:30.	Visitors may sign out their student from the homeroom teacher following the chapel service  -OR- Standard dismissal will take place in Lane 2 starting at 11:55.	Visitors may sign out their student from their advisory teacher following the chapel service  -OR- Standard dismissal will take place in Lane 2 starting at 12:10

# ON-CAMPUS PARKING MAP

Parking is extremely limited, so we encourage carpooling!

