



Carlisle Local Schools

230 Jamaica Road, Carlisle, Ohio 45005 * 937-746-0710

Robert O. Fischer., Superintendent

Daniel L. Bassler, Treasurer

Carlisle Local Schools – Drop-Off & Pick-Up Guidelines

As we begin another exciting school year, please review these important reminders to keep our students safe and ensure that mornings and afternoons run smoothly. **(CREATED 8/14/25)**

General Reminders

- Follow the designated traffic path and stay in a single file entering the driveway.
- In the lot, use both lanes to stage for drop-off/pick-up and pull forward whenever space opens.
- Wait until all cars in your lane have stopped before letting students exit.
- Students should be ready to exit immediately when your vehicle stops.
- Avoid cell phone use while driving on school property.
- Drive slowly and watch for pedestrians; speed limit is 5 MPH.
- Please do not park in the drop-off lane and leave your vehicle unattended.
- In bad weather, follow the same procedures—staff will move the line quickly.

Parking & Entry Points

- Lots 1 & 2: Elementary staff; Lot 3: Middle/High staff; Visitor parking in Lots 1 & 2.
- All drop-offs and pick-ups must occur along the sidewalk—students may not cross driveways.
- Middle/High students enter at Door #4; PK–6 students enter at Door #1.
- Bike riders: use bike racks and walk bikes while on school property.

Drop-Off Procedures

- MS/HS: First car pulls to the first crosswalk by District Office.
- Elementary: First car pulls to HS/MS crosswalk.
- Students exit only when signaled by staff.
- Follow staff directions to reduce traffic on Jamaica Road.

Student Drivers

- Enter through Door #8; after 7:15 a.m., use Door #4 and sign in.
- Park in assigned spot in Lot 4; display parking pass (\$20).
- Provide proof of insurance, license, and application form (online/Final Forms).
- Follow Ohio probationary license passenger rules if under 18.

Drop-Off Times

- MS/HS: No drop-off before 7:00 a.m.; school begins at 7:15 a.m.
- Elementary: No drop-off before 7:50 a.m.; school begins at 8:20 a.m.
- AM PK pick-up begins at 8:20 a.m.
- If dropping K–6 and PK: Drop K–6 first, park in Lot 3, rejoin PK line at 8:20.

Pick-Up Reminders

- Pull as far forward as possible; do not stop early to wait for your child.
- Grades 4–6 pick up at Door 8 in Lot 4.
- Lot 5 is for buses only from 7:00 a.m. to 3:30 p.m.
- Drop items for student-athletes at the front of the building.

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