



## El Pueblo Campus Traffic Flow and Safety Instructions

To maintain a safe environment and efficient throughout the El Pueblo Campus, all drivers must adhere to the following technical navigation guidelines:

- **Queuing/Lining Up:** The gates will open for parents/guardians to begin lining up for pick-up at 3:00pm. Please do not line up or plan on being on campus before 3:00pm because we do not have the space to accommodate multiple cars. This will ensure student and staff safety.
  - If you need to pick-up your student early, please try and plan to pick up no later than 2:30pm. You will park and walk in the front doors to sign-out your student.
- **One-Way Loop:** Turn from 4<sup>th</sup> Street and head East on El Pueblo to make a right hand turn into the El Pueblo campus. Then enter through the designated entrance gate and follow the one-way traffic flow that is shown using blue arrows on the map.
  - You will merge into two lanes in the loop and then merge back into one lane. This can be seen on page two of this document.
- **Unloading/Loading Zone:** All students must be dropped off or picked up only within the designated loading/unloading zone that is marked on the map. You will see staff members directing traffic and ensuring student safety.
- **Prohibited Maneuvers:**
  - **No Left Turn Exit or Entrance:** Upon entering and exiting the campus, drivers are strictly prohibited from turning left onto campus or El Pueblo Rd NW. This rule is in place to manage traffic volume and ensure safety during peak hours.
  - **Not an Exit:** Do not attempt to exit through the entrance gate. This area is marked to prevent head-on collisions with incoming traffic.

### Tips for Success

- **Promptness is Critical:** The shuttle departs Montano at 8:30am sharp for siblings of elementary students and students utilizing before care at the Montano campus. Students who miss this departure must be transported to El Pueblo by their families.
- **Communication:** Clearly communicate the afternoon plan with your student daily so they know whether to wait for pick-up at El Pueblo or board the shuttle for After Care or sibling pick-up at Montano. You must let the school know by 12:00pm, by calling the front office, if there is a change in your student's pick-up procedure so we can ensure that all students are where they need to be at the end of the day.
- **Contact Information:** Ensure your contact details in the Infinite Campus Parent Portal are current to receive emergency transportation alerts.

**Questions?** For further clarification on these procedures, please contact Ms. Amanda, [ahagerty@tmesnm.com](mailto:ahagerty@tmesnm.com). Thank you for your cooperation in maintaining a safe and efficient transportation system.

***See traffic flow map on second page.***

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