

BERNARDO YORBA MIDDLE SCHOOL

SAFE INGRESS AND EGRESS PROCEDURES

For your student's safety please review the proper ingress and egress procedures:

Parents:

- When picking up or dropping off students, please follow the posted traffic and parking regulations. Be alert to the directions of crossing guards.
- All visitors must report to the school office to obtain permission to enter the campus.
- Make every effort to pick up your student on time when you are providing transportation for any reason. For the safety of your student, it is important that there are no transportation mix-ups.

Employees:

- Park in marked staff parking stalls only.
- On regular school days, employees are not to arrive before or leave after the custodians (regular hours 6:00 a.m. – 10:00 p.m.). When leaving school during the evening hours, it is recommended that staff members have a custodian walk them to the parking lot.
- On non-school days, employees are encouraged not to come on campus alone.
- All teachers are expected to be familiar with the school evacuation routes and emergency procedures.

Pupils:

- Pupils are expected to obey all school rules as outlined in the Bernardo Yorba Middle School Code of Conduct:
 - While on school grounds.
 - While going to or coming from school.
 - While off campus during school hours.
 - During, or while going to or coming from, a school sponsored activity.
- Bernardo Yorba is a closed campus. Pupils are expected to remain on the interior of the campus (within the yellow lines) during school hours unless otherwise directed by a staff member.
- Pupils who ride bicycles to and from school must walk bicycles on the school grounds and park and lock them only in assigned areas. All traffic and safety rules must be obeyed, including the directions of crossing guards.
- Bus riders should consider bus transportation a privilege and obey all bus rules and regulations.
- Pupils walking to school must use sidewalks and crosswalks when possible. The crossing guards must be obeyed at all times. If there are no sidewalks, walk on the left side of the road facing the traffic. Pupils should not run, step out from behind parked cars, jaywalk, hitchhike, or engage in rough or boisterous play while walking to and from school.
- Students being transported in private cars should arrive and leave in a timely manner, use caution getting in or out, and never jaywalk to the vehicle.