



# THE KING'S ACADEMY

## Parking Lot Guidelines

**Please take a moment to read the following directions.** Our ultimate goal with these guidelines is to keep your children safe.

There are two (2) lots designated for dropping off and picking up students each day—the **Main Lot**, accessible from Britton Avenue, and the **Back Lot**, accessible from Duane Avenue.

- ★ THE SMALL PARKING LOT OFF OF DUANE AVENUE TO THE SIDE OF THE THEATER ★
- ★ ***MAY NOT*** BE USED AT ANY TIME BY TKA STAFF OR FAMILIES. ★
- ★ ***ALSO: Morning Drop-offs are NOT permitted in the Theater Lot.*** ★

We are acutely aware that approximately 500 cars need to get through our parking lots in a very short period of time each morning and afternoon. For this reason, we have modified our morning drop-off policy to ***invite students to be dropped-off at school as early as 7:30 a.m.***, which is when our Library is now open. We have set up the following procedures to get students here safely and to get parents on their way as soon as possible.

### MAIN LOT DROP OFF:

There are two (2) driving lanes entering the front parking lot. ***Students should be dropped off in the loading zone only*** (the area closest to the sidewalk). ***Drivers should move forward as far as possible so there is room behind them for other drivers.*** Please avoid dropping off your students in either of the driving lanes. Doing so stops traffic flow and creates a backup onto the streets, making it dangerous for your students to safely reach the school sidewalk. Either driving lane can be used to safely exit the parking lot.

### MAIN LOT PICK UP:

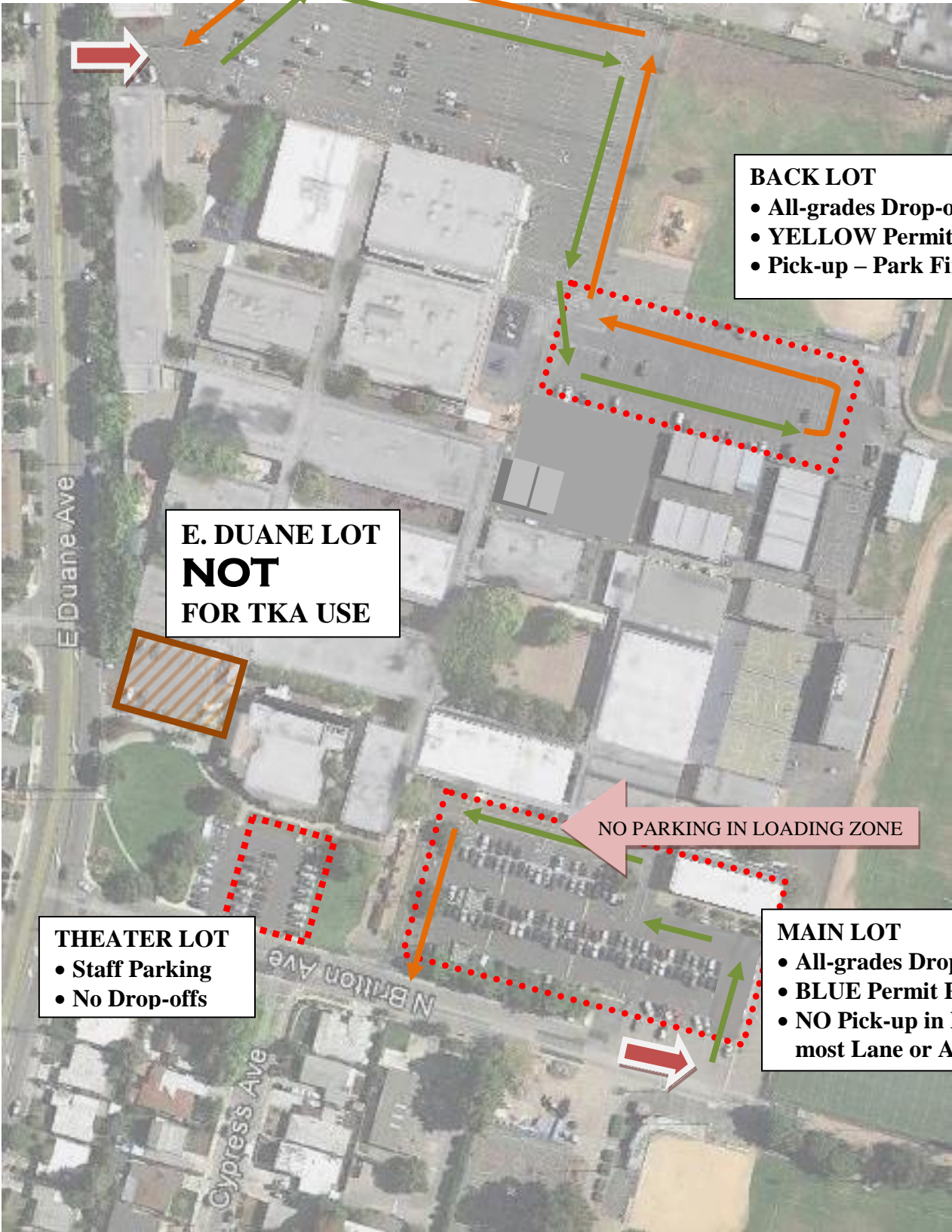
During the afternoon pick-up, ***always leave the aisles between parked vehicles, and the left-most driving lane free*** (lane farthest from the curb) so parents who have already connected with their students can drive away and make room for more other vehicles. **Drivers should be acutely aware of kids walking through the parking lot, as they are often chatting with friends, therefore not paying attention to the flow of cars around them.**

### BACK LOT DROP OFF/PICK UP:

When coming to the TKA campus through the Montessori parking lot from Duane Avenue, please enter in the left lane and drive through. When entering the TKA parking lot, stay as far to the right as possible. ***Drivers should pull as far forward as they can so there is room behind them for other drivers.*** After dropping off your student please make a U-turn at the far end of the parking lot to exit. When picking up, ***please park first***, and ***THEN*** pick up your students—***no drive-through pick-ups.***

**IN ALL CASES, IT IS IMPERATIVE TO SLOW DOWN WHILE DRIVING IN TKA PARKING LOTS—NO CHILD'S SAFETY IS WORTH THE RISK OF SPEEDING.** *Speed should be limited to 5 M.P.H. while driving on campus, as the average pace of walkers is around 3 M.P.H.* Please take this opportunity to fully review the TKA parking/traffic policies and guidelines in the *Student/Parent Handbook*. We appreciate your patience as you drop off and pick up your children. Please contact Mr. Matt Nisbet at (408) 481-9900 ext. 4250 or [matt.nisbet@tka.org](mailto:matt.nisbet@tka.org) if you have any questions or comments, or ***if you would like to provide much-needed volunteer traffic direction support on a part- or full-time basis.***

Please see reverse for parking lot/traffic diagrams. →



**BACK LOT**

- All-grades Drop-off
- YELLOW Permit Parking
- Pick-up – Park First

**E. DUANE LOT**  
**NOT**  
**FOR TKA USE**



**NO PARKING IN LOADING ZONE**

**THEATER LOT**

- Staff Parking
- No Drop-offs

**MAIN LOT**

- All-grades Drop-off
- BLUE Permit Parking
- NO Pick-up in Left-most Lane or Aisles