



Parking and Student drop off

Summary: Procedures related parking, student drop off, use of bicycles and motorized scooters.

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Booklet: Admin, Staff, Students

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File Name: Handbook/P/Procedure

Private vehicles and taxis are not allowed on-campus on school days from 7:30 a.m. to 4:45 p.m. (Please see "Driving Patterns" – items 9 to 13 – below for morning drop-off and afternoon pick-up procedures.) Limited on campus parking is available for private vehicles after the normal school hours.

学校正常上课期间，每天上午7：30至下午4：45，私家车和出租车不允许进入校园。（详情请参见“驾车规定”第9至13条中有关早晨和下午接送学生停车的步骤说明。）私家车在正常上课时段外可以使用“有限制停车位”。

No Parking/Waiting Adjacent to Campus Entrances

校门附近区域禁止停车和等待

In order to ensure the safe arrival and dismissal of all students:

为了保证所有学生上下车安全：

1. The streets adjacent to the campus serve as a drop off zone from 7:30-8:15AM and 3:15-3:45 PM on school days. Vehicles should not block the crosswalks or sidewalks.

私家车和出租车禁止在黄杨路或明月路校门附近停靠。

2. If your driver drives your children to/from school, instruct your driver to stay in the driver's seat while you or your children open your car doors. This helps ensure efficient traffic flow during these peak traffic periods.

对于乘坐私家车到达或离开学校的家庭，请告知司机在学生下车的时候留在车中等待。此举能有效缓解交通高峰时期的交通状况。

3. If your driver drops you or your children outside a campus entrance, instruct your driver to find an alternate place to wait for you and arrange to call for a pick-up when they are ready to leave campus.

如果学生选择在校门外下车，请告知司机选择一个合适的临时停车点停车以便等候要离开校园的家长的电话。

Mingyue Road Gates: 'Main' and 'Bus'

明月路校门：主校门和校车专用校门条例

4. School buses will use the two Mingyue Road gates (Main and Bus) during morning arrival and afternoon dismissal times.

在学生上学/放学期间，校车将会在明月路大门和校车专用大门停靠。

5. The Bus gate is closed to pedestrians and bicycles at all times.

校车专用校门在所有时间段都对自行车和行人关闭。

6. The Main Gate is open only to pedestrian and bicycles on school days from 7:30 a.m. to 4:45 p.m. Cars and taxis are allowed to enter campus through the Main Gate at other times.

主校门（明月路校门）小学部校门对自行车和行人的开放时间为：上午7：30到下午4：45；其余时间对需要进入校园的车辆开放。

Driving Patterns for Morning Drop-Off (Unloading)

早晨送学生上学的驾车规定（卸货）

8. Students may be dropped off on either side of Huangyang Road.

学生可以在黄杨路门的两侧下车。

9. From Biyun Road, driving south on Hongfeng Road to Mingyue Road: Turn right (west) toward Concordia.

从碧云路出发，沿红枫路向南行至明月路，右转（西面）可到达学校。

10. Crossing guards are posted. Instruct your driver to follow the directions of the crossing guards and to drive cautiously for the safety of all.

下列区域设立门卫：

a. Along Mingyue Road.

明月路上在主校门和小学校门之间的下车地点

b. At the intersection of Mingyue Road and Huangyang Road to assist with pedestrian/bicycle crossing.

明月路和黄杨路的十字路口帮助行人和骑车人过马路

c. At the Huangyang Gate, to assist with pedestrian/bicycle crossing from Green Villas.

西侧黄杨路大门帮助行人和骑车人从碧云别墅穿行

Driving Patterns for Afternoon Pick-Up (Loading)

下午接学生放学的驾车规定（装货）

11. Private cars waiting for afternoon pick-ups: Please do not park or block traffic on Mingyue Road or Huangyang Road.

下午私家车接学生放学期间，请不要停在明月路或黄杨路校门口阻塞交通。

12. Elementary children who do not ride school buses may leave the school grounds through the Main Gate between 3:25 and 3:35 p.m. At 3:35 p.m., school buses will begin to leave campus via the Main Gate, and all elementary walkers/bicyclists must wait to leave school grounds until the school vehicles are gone.

下午3：25到3：35，小学部不乘坐校车的学生可以通过主校门离开学校。在下午3：35，校车将从明月路大门驶离校园，此时，所有在小学部准备离开的行人和骑车人请耐心等待，直到校车全部驶离后，方可离开。

13. All students who do not ride school transportation may leave the school grounds through the Main Gate or the Huangyang Gate.

不乘坐校车的学生请从主校门或者黄杨路侧门离开学校。

Bicycle Parking

自行车停放

14. All students/adults must walk bicycles or electrical scooters while on campus.

所有骑自行车或助动车的学生和成人在校园内请下车推行。

15. All students park in the designated bicycle parking area under the bridge that connects the High School with the Phoenix Center.

学生的自行车请停放在连接高中部楼和凤凰中心楼的天桥侧指定停车区域。

Motorized Bicycles/Scooters

助动车 / 小型摩托车

16. Students are not allowed to bring any motorized bicycle/scooters on campus at any time.

任何时间内，学生都被禁止驾驶助动车或小型摩托车进入校园。

17. Bicycles should be walked between the gate and parking area under the HS bridge on campus between 7:30AM and 4:00 PM on school days. Riders are encouraged to wear helmets.

上午7:30至下午4:00，从校门至高中部天桥下停车场区域自行车必须推行。

