

Clinton Prairie Elementary School

2500 South County Road 450 West | Frankfort, Indiana 46041

Telephone: (765)654-4473 Fax: (765)659-9560

Luke Harlow
Principal

Hillary Guffy
Assistant Principal

Stephanie Kozuch
Counselor

Terra Winchester
Secretary

Karen Werner
Treasurer

August 1, 2025f

RE: Morning Car Rider Drop-Off & Afternoon Pick-Up Procedures

Dear Families,

Welcome to the 2025-2026 school year! The Car Rider Drop-Off in the mornings will remain the same as previous years. The goal is to maintain the highest level of student safety as students arrive. Please review the procedures below and reach out if you have any questions.

We have two drop-off lines:

- **Elementary Only Drop-Off Line** - This is for families who only have elementary school students. Do not get in this line if your children plan on getting breakfast from the cafeteria.
 - Staff members will open the doors to the elementary school at 8:00am.
 - Staff members will be at the sidewalk to help unload at 7:50 am.
 - Families who want to walk their children to the door will park in the designated areas for walk-ups and walk with their child to the sidewalk.
- **Middle/High School and Breakfast Drop-Off Line** - This is for families who have middle/high school students and for any children who are getting breakfast from the cafeteria.
 - Staff members will open the doors for students who are getting breakfast at 7:50 am.
 - Staff members will open the doors to dismiss middle/high school students to class at 7:50 am.
 - Staff members will wait with elementary school students who are not getting breakfast until dismissing them to their classes at 8:00 am.

Please wait for the vehicle in front to leave before you exit.

Thank you for doing your part to keep everyone safe.

Sincerely,

Mrs. Hillary Guffy

Be Gopher Great!

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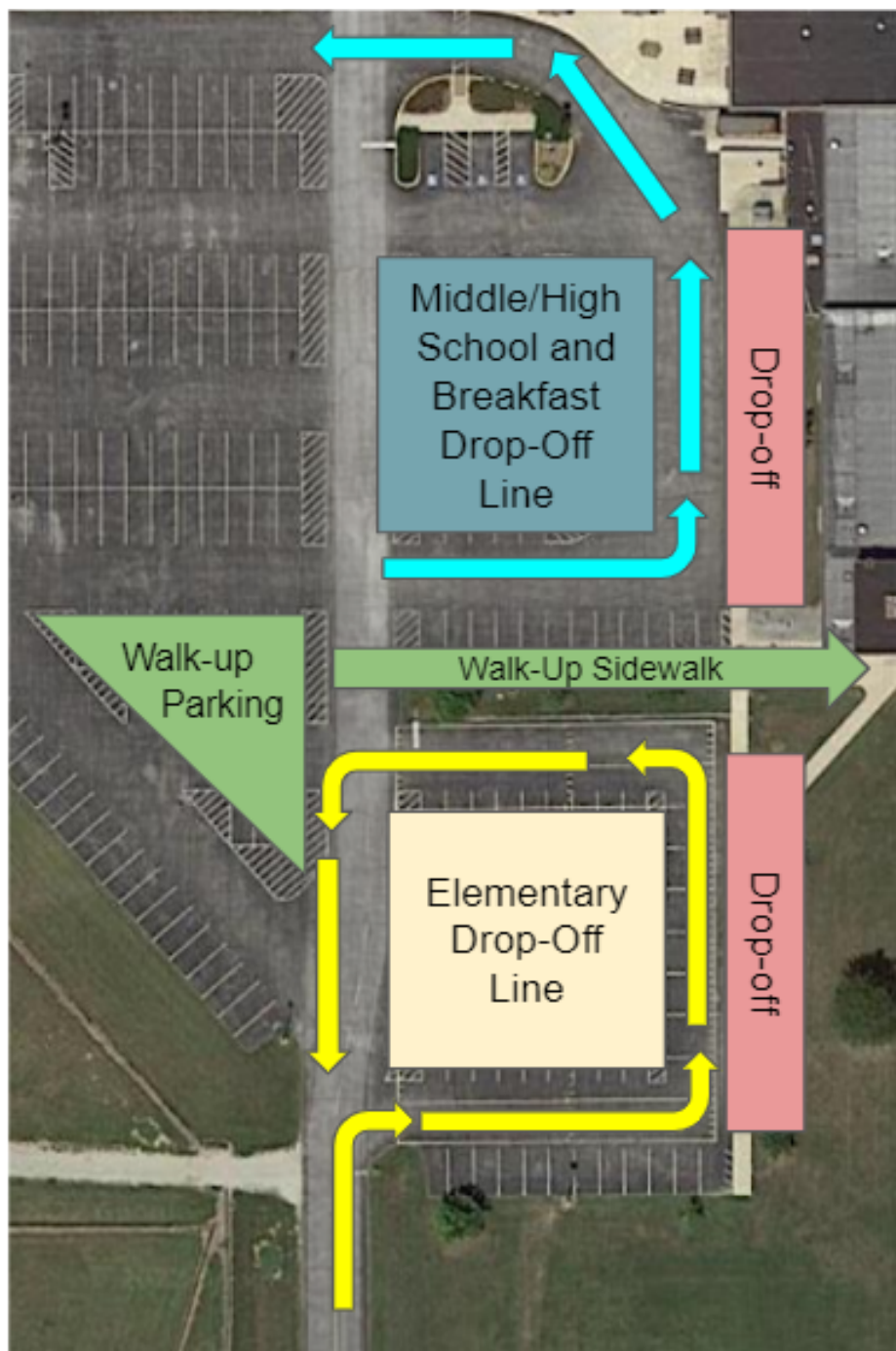
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MORNING DROP-OFF MAP



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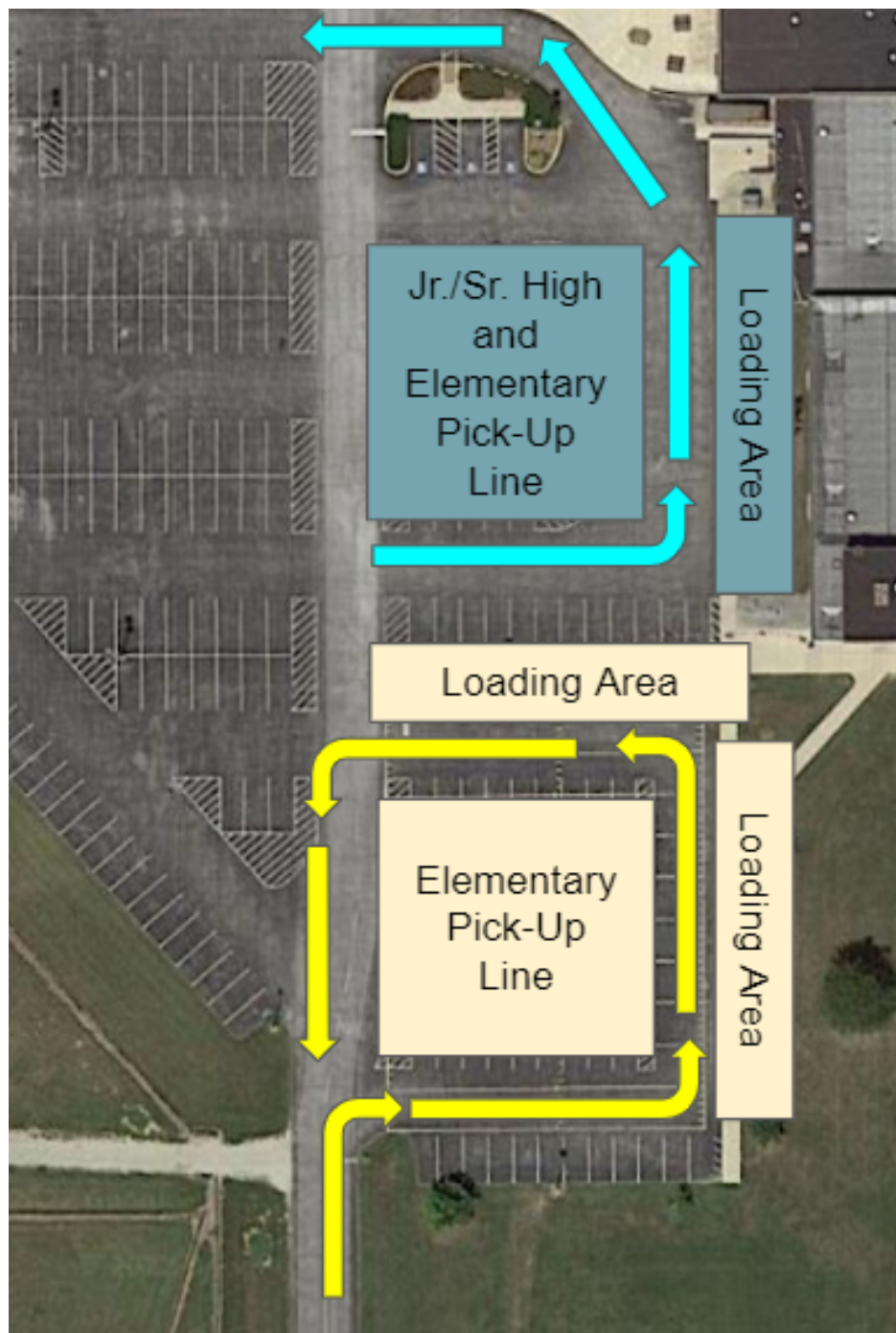
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AFTERNOON PICK-UP MAP



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