



# ST. GERARD CATHOLIC SCHOOL

4433 W. WILLOW HWY. · LANSING, MI · 48917

Dear Parents:

On the reverse of this paper you will find a rather simplified drawing of the school grounds. I have attempted to show all of the parish parking lots. **Please show this to the person who drives your child to and from school. (see back diagram)**

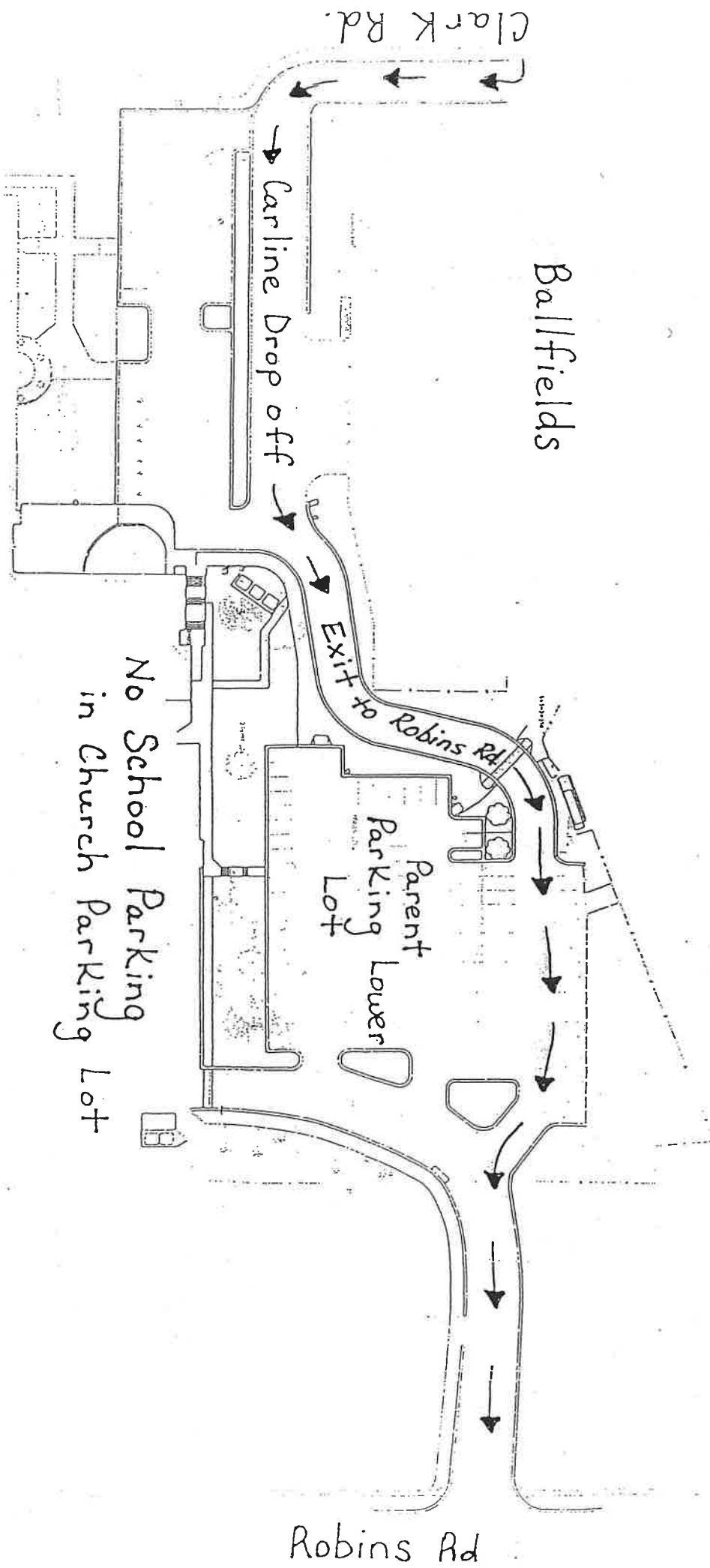
- The parking lots to the west of the school between the church and school, and to the north and south of the church are off limits to school families during the week. This area is needed for teacher parking, funerals, and other parish functions.
- We ask that when dropping off or picking up students (other than preschool), you enter the school grounds by way of Clark Rd. (in the afternoon enter Clark Rd. from Willow as line will form before students are dismissed, **please DO NOT enter from Saginaw**) drop students off in the designated drop off areas **which extends all the way up to the recycle bins** and then continue west, exiting Robins Rd. Please pull as far forward as possible to allow more cars to unload. Do not park cars in the carline. **Adults should not get out of their vehicles while in carline.** Carline is used for moving traffic.
- The west lower lot closest to Robins Rd. may still be used for parking. If you are going to park there for pick up or drop off, please have student(s) use the stairs and new adjoining sidewalk to get to the playground. Students should not walk through the car exit lanes coming from the back lower lot.
- The lot immediately north of the old wing of the school closest to Willow is to be used by **preschool families only**. Preschool parents only should park and bring their students into school.
- The lot immediately north of the school office is for teacher parking and bus drop off and pick up. Students riding buses will follow the sidewalk around to the stairs on the east side of the school. This lot is available during the day between 8:00 a.m. to 2:30 p.m. for school business only. All students should be dropped off in the back until 8:00 a.m.

We thank you for your patience and appreciate your attention to the safety of all the children at St. Gerard School.

Looking forward to a great year!

Sara Wade  
Principal

PHONE 517.321.6126 · FAX 517.323.8046 · WEBSITE [STGERARDLANSING.ORG](http://STGERARDLANSING.ORG)



Bus/Teacher Parking  
Parent Parking 8:00am - 2:15pm

No Willow Rd. Entrance for School  
Drop off or Pick up