

Horizon Elementary School Traffic Safety Plan

School Area Map is on the last page of the plan (page 2).

The Sun Prairie Area School District is committed to providing students, staff, and visitors a safe, secure, and welcoming environment. We appreciate parents, guardians, and community members supporting our safety and security activities. Thank you for helping us by being a role model for our students.

The school traffic safety plan is provided to help students, staff, parents, guardians, and community members understand how to arrive at and depart from school in a safe manner. Thank you to parents/guardians of our younger students for helping students to understand the plan. If you have any questions, please ask any staff member or the principal for more information. Please read and use the traffic plan for your child's school. Please work with your children to know and follow the expectations outlined in the plan.

We encourage parents/guardians to walk and bike with their children, particularly younger children, to and from school every day that weather permits. This is a healthy family activity and a great way to help students start and end their day. Parents/guardians are invited to join their children on the playground before and after school. If you would like to spend more time at the school, please remember that visitors to the school must always sign in and out at the school's main office. Thank you.

School Name: [Horizon Elementary School](#)

Address: 625 N. Heatherstone Drive

School Office Staff Phone Number: (608) 834-7903

Principal Name: Michelle Kelly

Principal Phone Number: (608) 834-7901

Morning Supervision begins at: **7:45 am**

Afternoon Supervision ends at: **3:15 pm (M, T, W, F) 1:55 pm on Thursday**

Students who have missed their ride home (driver or bus) after school has ended should go directly to the main office of the school and speak with one of the office staff members.

School Arrival Times

- Students can arrive anytime after **7:45 am**
 - Supervision is not available prior to the identified time.
- School starts at **8:20 a.m**

Student Bike Parking Locations

- Bikes should be parked and locked in bike racks located on the west side of the building near the bus circle.
- Do NOT leave your bike unlocked

Drivers Drop Off - Pick Up Location

- Drivers - always yield to walkers and bike riders.
- Drivers should enter the parking lot off of Heatherstone. DO NOT enter the bus circle.
- Follow signs and pull all the way forward to drop off your child.

Parking Areas

- Drivers - always yield to walkers and bike riders.
- Drivers who need to park their vehicle and come into the school should park in the main parking lot in front of the school.
 - Once your vehicle is parked, please enter through door #2

Bus Drop-off and Pick-up Areas

- Buses will drop off and pick up students in the bus circle located off of Heatherstone.
 - Students will be escorted into the building by the adults on duty.
- Daycare buses/vans will drop off and pick up students in the bus circle located off of Heatherstone.
 - Students will be escorted into the building by the adults on duty.
- Taxis will drop off and pick up students in the bus circle located off of Heatherstone.
 - Students will be escorted into the building by the adults on duty.

Before School Gathering Locations

- When students arrive, they should proceed to the cafeteria or playground for recess.
- Students should enter the school through door #2.

After School Dismissing Locations

- Bus and Daycare riders should exit through door 12 or 13.
- Students being picked up or walking home should exit the school **through the main office door #2.**

MAPS here and with the following info:

- Bus transportation drop off and pick areas are marked in **YELLOW** color.
- Areas for drivers to drop off and pick up students are marked in **RED** color.
- Main entry areas are marked in **GREEN** color.
- Staff/Visitor parking areas are marked in **ORANGE** color.
- Handicap parking areas are marked in **BLUE** color.

