

# Edythe J. Hayes Middle School

260 Richardson Place · Lexington, KY 40509 · Ph: (859) 381-4920 · Fax: (859) 381-4927  
Dave Hoskins, Principal · Tracye Nalley, Associate Principal · Matthew Sherrard, Associate Principal  
*Learn Daily, Laugh Often, Lead Respectfully, Live Responsibly*



Dear parent or guardian:

We hope everyone has had a restful summer. It's hard to believe that school is around the corner.

We would like to remind everyone of our car rider release plan and the route cars will take to pick up students in the afternoon.

Below is an explanation of the plan, but a map has also been provided to show everyone the access points for student pickup.

## **STUDENT RELEASE PLAN**

Walkers and car riders will be released at 3:55.

All walkers and car riders are to exit the building by the Youth Service Center Office.

Cars will enter EJH using the following access roads:

- From Hays Boulevard, turn right onto Stuart Hall Road
- Turn right onto Richardson Place
- Turn left into the EJH parking lot
- Exit the EJH parking lot via the access road in the back parking lot, which connects to Stuart Hall Road, or by turning left at the end of the drive and exiting onto Richardson Place by turning right out of the parking lot.

Please note that cars will not be allowed to enter Richardson Place from Levi Todd Road. Levi Todd Road will be used for bus entry and exit only. This is to keep the bus lot moving as quickly as possible.

As always, cars will not be allowed to park on Richardson Place. With the lack of cross walks or crossing guards, this is a necessity for the safety of student walkers. All cars must pick up students using the parking lot lanes. Encourage your student to exit the building as quickly as possible and to meet you in the car lane, rather than waiting at the door for pick up. This is to keep traffic flowing as quickly as possible. As cars fill up, those waiting in the front for students will be asked to pull back around in order to speed up the process.

Thanks in advance for your understanding and support.

Dave Hoskins  
Principal

Tracye Nalley  
Associate Principal

Matthew Sherrard  
Associate Principal

**PLEASE SEE REVERSE SIDE FOR A MAP OF THE DISMISSAL PLAN. THANKS.**

# EJ HAYES CAR RIDER ENTRANCE AND EXIT PLAN

ONE WAY STREET  
3:30 PM – 4:30 PM

