



Car Line Procedures

To expedite carpool in the safest and most efficient manner, we ask that you adhere to the following guidelines:

General Safety Guidelines:

- Stay in assigned line. Please do not pass cars unless directed by staff.
- Please drive slowly and watch for pedestrians.

Morning:

- Please pull your car as far forward as possible before stopping to let your student out. This allows more students to exit their vehicles.
- Students should be ready to exit the car when it stops. Please make sure that students are ready to get out when the car stops.
- Students should exit from the passenger side ONLY.
- Please drive slowly and watch for pedestrians.
- Carpool begins at 7:25 a.m. Students are not permitted to be dropped off before this time.
- It is imperative that students are not dropped off in the parking lot, only in the car rider line.
- Students will be marked tardy if they are not in their classrooms when the bell rings at 8:00 a.m. If your child is tardy, please park your car and escort your child to the office to check them into school.

Afternoon:

- Afternoon carpool begins at 2:20 p.m.
- Cars should pull as far forward as possible before stopping.
- Please have your car rider tag available for staff to expedite our ability to call for your student(s).
- If you do not have a car rider tag, you will need to park and come to the front office with your driver's license so a staff member can verify that you are on the students pick up list.
- Parents are not allowed to get out of their cars. Should your child need additional assistance getting buckled in, please pull into the parking lot to take care of these concerns.