

CARPOOL PROCEDURES



- PK students and their older siblings will be dropped off and picked at the ES CAFETERIA.
- K-5th Grade students will be dropped off and picked up at the ES GYM.
- Do not exit your vehicle during morning carpool, students exit vehicles on the right, only patrols open and close car doors.
- Be mindful not to block the flow of traffic at intersections and of directional signs.
- Communicate carpool changes, via email, to the front office AND to your student's teacher.
- Prominently display student name placard during afternoon carpool.
- Turn off engine, exit car, and greet your student during afternoon carpool.

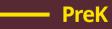


- No cell phone use while driving on campus hands-free devices only.
- **Do not park elsewhere on campus and walk up** to retrieve your child during carpool.
- **Only high school students** may pick up younger siblings; middle school students may not unless Admin approves.
- Update your student's authorized pickup list in FACTS under Web Forms.
- Teachers are not allowed to buckle students into car seats.



CARPOOL MAP





—— K–5th