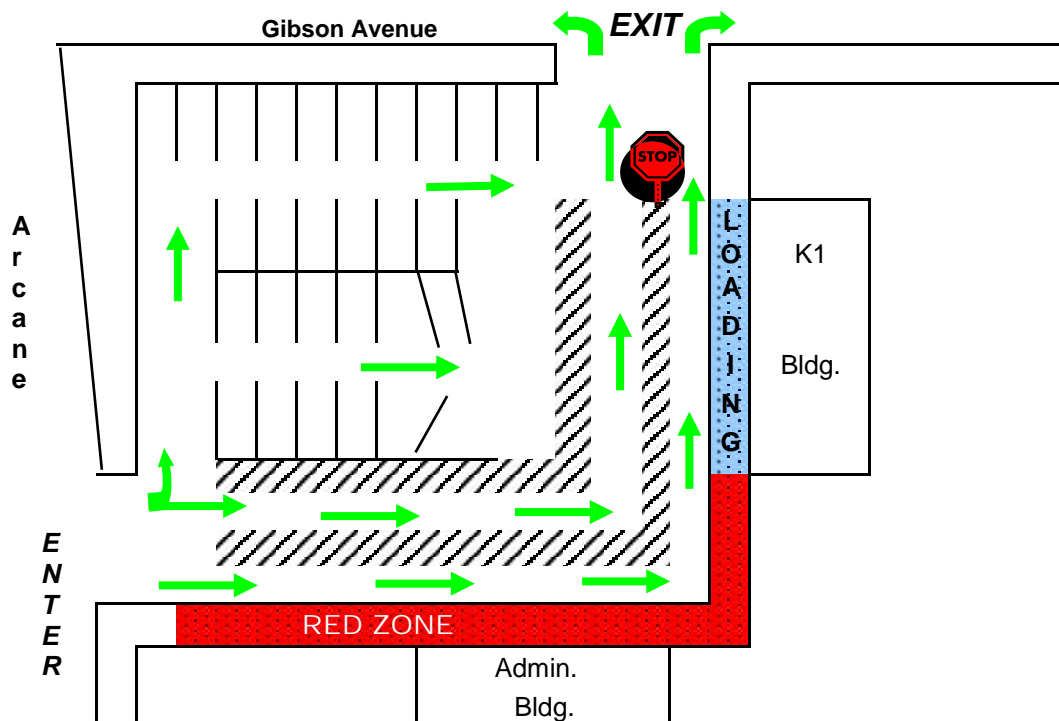


DRIVEWAY AND CARPOOL DROP-OFF/PICK-UP RULES



GENERAL:

1. Always proceed at a slow, safe speed
2. Enter the carpool area from Arcane Street ONLY
3. Carpool Security Cards must be visible on dashboard.
4. Remain in the lane you entered
5. Exit only onto Gibson Avenue
6. If parking, **do not** leave a child inside your parked car

MORNING DROP-OFF:

1. Drop off students at the curb side if at all possible, **do not** park in the carpool lanes
2. Use the crosswalks
3. An adult must sign students into extended care

AFTERNOON PICK-UP:

1. State teacher name and students to be picked up to the staff in the designated zones
2. Load passengers only in the loading zone in front of the "K" building
3. Wait for the staff to direct you before you proceed to the exit
4. Strictly follow the directional arrows at exit
5. **Do not** park or leave your car in the carpool lanes

NOTES:

1. You may park in available spaces in the parking lot and walk your child through the crosswalks to the safety of the curb. Please then exit by way of Gibson Ave.
2. If you do not go through the carpool lines, please escort your child(ren) to your car; please do not call your student to your car while you wait in a vehicle on the street.
3. Please park only on the school side of Arcane and Gibson streets. This is courteous to our neighbors and prevents the congestion caused by pedestrians.
4. If you park and walk to pick up your child, please checkout with the staff in charge and stay on all walkways and crosswalks.
5. Please do not stop and talk with the teachers at carpool as it distracts them from their responsibility of caring for the children. You may make an appointment through the office.
6. Any student remaining after carpool pick-up is over (3:15 PM) will be checked into extended care.