



## Carpool Procedures

Parents are responsible for transporting children to and from school. For those who wish to carpool, a zip code listing is available in the school office.

Parents are asked to follow the flow of traffic lanes and use designated pick up points and crosswalks when dropping off and picking up students. It is important that everyone consistently follow the same rules so that all can be equitably served, and students and parents can move safely about the campus.

### Elementary Drop-Off Areas

There are two drop-off areas at the elementary campus. One is behind the 2nd and 3rd grade classrooms (East Pod). The second area is in front of the sanctuary and gym. Please DO NOT park in the handicapped spaces directly in front of the gym.

### Elementary Pick-Up Areas

There are **three** pick up areas at the elementary school. Kindergarten and 1st graders can be picked up in front of the gym; 2nd & 3rd graders can be picked up behind their classroom building; and 4<sup>th</sup> & 5<sup>th</sup> graders (and middle school students on the elementary campus) can be picked up in the first parking lane in front of the main entrance to the church. Parents with preschool students should park in the main lot and walk their children inside for drop off and pick up. For families who are picking up students in different grades, we ask that all children load at the youngest child's loading area. The pick-up area at the middle school is located in front of the building.

### Middle School Drop-Off and Pick Up Area

Middle School drop off and pick up is at the front entrance of the school from **8:00-8:20 am**. Students may be dropped off at the Middle School campus no earlier than 8:00 each morning. **Students have P.E. on Monday, Wednesday and Friday mornings. Students with PE 1<sup>st</sup> period should be dropped off at the Elementary campus on those mornings.**

**MIDDLE SCHOOL PICK UP-3:10-3:25 pm.** Please follow the two traffic lines to pick up your child each afternoon. Please do not load children into vehicles until your car is in the line closest to the building or a student has been waved for clearance to walk to your vehicle. Students who have not been picked up at the MS campus by 3:25 pm will be bussed to the Elementary campus for pick up.