

GreatHearts Irving

US with LS Siblings/Carpool Drop Off & Pick-Up Map



Upper School (US) Drop Off (including LS Siblings/Carpool)¹

Drop Off: 7:15-7:40 a.m.

US Breakfast: 7:20 a.m.

US Class Begins: 7:45 a.m.

LS Breakfast: 7:35-7:55 a.m.

LS Class Begins: 8:00 a.m.

¹ Parents with both LS and US students must follow the upper school drop-off procedures.

1. Campus Opening Time: Great Hearts Irving opens for US students (and siblings and/or Lower School (LS) carpoolers) at 7:15 AM. **No students are allowed on campus prior to 7:15 AM.**

a. Student Entrance: Beginning at 7:15 AM, the east entrance to the building will open for Upper School students with (marked in purple on the map).

2. Morning Entrance: Entrance into the lot is from the first right from Skyway Circle “north” (Skyway circle has two entrances: **the northernmost entrance is for upper school families**; the southernmost entrance is for lower school families). **For safety reasons, left hand turns from Skyway Circle are prohibited except when exiting. Cars should proceed upwards towards the east entrance of building for drop off (marked in purple on the map).**

3. Drop Off: The drop off area is **towards the east entrance of building**. All vehicles dropping off must pull forward as much as possible to the next stopped car. Students may only exit from vehicles in the designated drop off lane. Parents are required to remain in their cars when dropping off through the queuing lane. **Cars should proceed towards Skyway Circle to exit.**

5. Parent Parking: Parents who need to visit the GH Irving office **during drop-off** should only park in the spot designated on the map in purple.

6. Late Arrival: **US Students who arrive after 7:40 AM must enter through the front office to obtain a late pass and go to class.**

¹ Parents with both lower and upper school students must follow the upper school drop-off and pick-up procedures.

Upper School (US) Pick Up* (including LS Siblings/Carpool)²

Pick-Up: 3:30-4:00 p.m..

¹ Parents with both LS and US students must follow this upper school pick-up procedure.

****This is the same pick-up carline as the middle school carline in 2016-2017***

Please carefully read this procedure while looking at the Map above.

- 1. Parent Arrival:** **Cars will not be allowed to enter the parking lot until 3:10 p.m. due to P.E. classes being held outside.** Students are dismissed from class at 3:15 PM.
- 2. Pick Up:** Entrance into the lot is from the 1st right from Skyway Circle. **Right hand turns only will be permitted from Skyway Circle. For safety reasons, left hand turns from Skyway Circle will only be permitted for exits. Cars should proceed upwards toward the east entrance of building to drop off (marked in purple on the map).**
 - a. Pickup Location: The only designated location for student pick up is the **east entrance of the building (marked on the map).**
 - b. No pick up is allowed along any other section of the building.
 - c. **US students will remain supervised in their classrooms for the 15 minutes until their LS sibling(s)/carpoolers are dismissed. Students may begin their homework or talk quietly amongst themselves.**
- 3. Afternoon Exit:** All vehicles that picked up through the queue **should proceed to Skyway Circle to turn left and exit onto Story Rd.**
- 4. Campus Close Time:** Students waiting to be picked up must wait in the courtyard (or the US lunchroom on rainy days). Up until 4:00 p.m., students will be supervised by faculty. All students (other than those practicing sports or attending a sporting event) must be picked up by 4:00 PM, when faculty supervision ends. After 4:00 PM, for students who are still on campus waiting to be picked up, Great Hearts Irving follows the procedures outlined in our "Late Parent Arrival Policy" document.

² Parents with both lower and upper school students must follow the upper school drop-off and pick-up procedures.