

## Eastvalley Elementary Carpool Procedures

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

**Please use the car line for drop off. We kindly request that parents NOT park and walk their children across as it delays the drop off process for everyone in the line. Stay in the line and let your children out once you get to the drop off area!**

### **General Safety Guidelines:**

- Please be courteous and polite through the merging process. Be nice! Remember you are setting examples for your children and everyone in the line has a child attending Eastvalley!
- Stay in a single line when in front of the school. Please do not pass cars unless directed by staff.
- Your child needs to exit and enter the car from the passenger side (the curb side). If they cannot exit and enter from this side, you will need to park and either walk them across the parking lot or walk over to retrieve them in the afternoon.

### **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.
- Your child can go ahead and start getting out when you are stopped, they do not have to wait on a staff member to open the door for them.
- Students should exit from the passenger side ONLY.
- Please drive slowly and watch out for pedestrians.
- Parents are not allowed to get out of their cars while in the line. Should your child need additional assistance getting out of the vehicle or unloading items, please park and escort your student into the building.
- Please allow extra time during inclement weather.
- When it is raining, everyone wants to be let out right at the door. This is not always possible. Please make sure your child has a hood or umbrella to help him or her stay dry!
- Carpool begins at 7:20 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 or anywhere else on campus, only in the car rider line. This is for your child's safety!**
- Students will be marked tardy if they are not in their classrooms when the bell rings at 7:50 a.m.. If your child arrives after 7:50, please park your car and escort your child to the office to check them into school.
- Follow the direction of the staff members/volunteers on duty. **Pedestrians do not have the right-of-way during morning drop-off.** Once cars are stopped to unload, pedestrians will be allowed to cross. This is to ensure that the drop-off line is efficient for those parents dropping off students.

### **Afternoon:**

- Afternoon carpool begins at 2:15 p.m. Our multiage classes dismiss at 2:05.
- Cars should pull as far forward as possible before stopping.
- Please display your car rider number on your dash to expedite our ability to call for your student(s).
- Eastvalley duty personnel will escort the student to your car.
- Parents are not allowed to get out of their cars in the pickup line. Should your child need additional assistance getting buckled in, please pull into the parking lot to take care of these concerns.
- Students not picked up by 2:35 will be placed into ASP.
- If you do not have a car rider tag on display, you will need to park your vehicle to retrieve your student(s) from the office.

Walkers will be dismissed after the rush of carpool ends at approximately 2:35. Walkers will be dismissed from the front of the school. All walkers must have signed consent prior to them leaving campus alone.

Thank you for your cooperation with keeping everyone's safety in mind.

