



CAR RIDERS

Morning Procedures

- School opens for car riders beginning at 7:00 a.m.
- **All car riders are to be taken to the car rider area.**
- When dropping off your child please stay to the inside of the traffic circle. If you need to pull over for any reason, please park next to the right hand curb past the unloading area.
- Cars are not to enter the bus loading or unloading area during the hours of 7:00-7:30 a.m. and 2:00-3:00 p.m.
- Car riders wishing to eat breakfast need to arrive by 7:20 a.m.
- The tardy bell rings at 7:30 a.m. If your child is tardy, the parent must park his/her car and come in the front office to sign you child in and receive a tardy pass.
- Never drop a child off at the car rider area if the tardy sign is displayed and all the adult supervisors have gone inside.
- Teachers begin their day at 7:00 a.m. If you need to see your child's teacher, it must be done before this time or after school hours by appointment. Please contact your child's teacher to arrange a conference.
- No adults are permitted to enter the school building at the car rider area. You must sign in at the front office to receive a visitor's pass.
- Passing is prohibited at the car rider area.
- Children should not be dropped off at the adjacent road way.

Afternoon Procedures

- The dismissal bell rings at 2:25 p.m.
- Make sure you display your school issued placard on the front left area of your dash.
- When picking up your child, stay to the inside of the traffic circle, stopping at the numbered cones.
- All car riders should be picked up by 2:45 p.m.
- Students not picked up by 3:00 will be taken to Kid Zone for supervision. The charge will be \$10.00 for this service.
- No cars are allowed on the bus lot during the hours of 7:00-7:30 a.m. and 2:00-3:00 p.m.
- Changes in transportation must be submitted in writing.
- Bus riders that are picked up by parents must be signed out in the office.