



Dear Carpool Families,

Welcome to the new school year! We would like to take this opportunity to share with you our policies and procedures regarding Car Pool. Also included with this letter is a map to help visualize the traffic flow, as well as the Arrival and Dismissal locations.

For Arrival and Dismissal, please review the following procedures to help carpool run more smoothly:

- * Follow the designated traffic flow.
- * Proceed to the *first* available space before stopping in the circle.
- * Do not exit your vehicle in the car pool lane. If you need to fasten a seat belt or otherwise secure your child, please pull forward to the front of the car pool lane.
- * Do not pull around other cars in the car pool lane.
- * During Arrival, please let your child out of the car at the staff member's request.
- * When traffic is backed up during Arrival, the gym doors will be unlocked to allow students that are exiting cars to enter into the school.
- * Ensure that your student(s) get out of and into your vehicle on the *passenger side*.
- * During Dismissal, students have been instructed to remain still until all cars have stopped moving. Please do not call or wave to your student(s) while you are pulling forward. Students **MUST** wait for all cars to stop before loading.
- * Do **NOT** park in the front circle OR bus loop. Do **NOT** have your child walk to meet you in these places during Dismissal. Use the carpool line.

Thanks so much for your cooperation to help Car Pool and Dismissal remain safe and efficient for all of our Wallaby families!