



110 MIDDLE CREEK PARK AVE.  
Apex, NC 27539  
Phone: (919)773-9555  
Fax: (919)670-4262

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 carpool. By September 1, 2018 all families utilizing carpool must have a MCES issued carpool number. After September 1, 2018 if you do not have a carpool number you will be asked to park and sign out your student from the main office. You can receive your carpool number in the front office.

For arrival and dismissal, please review the following procedures to help carpool run more smoothly:

- \*Students will dismiss by their carpool number from the gym after walkers have been dismissed.
- \* Follow the designated traffic flow.
- \* Proceed to the *first* available space before stopping in the carpool lane. During morning arrival, you may drop your child off once you have reached or passed the flagpole. We will be utilizing safety patrol students this year to assist with drop off.
- \* Drivers should not exit the vehicle in the carpool lane. If you need to fasten a seat belt or otherwise secure your child, please pull forward to the front of the carpool lane.
- \* Handicap parking spaces are reserved for drivers with a legally issued handicap parking permit. The spaces are reserved for drivers/families who hold a legally issued handicap parking permit who need access to the building.
- \* Please maintain a single file line around the curb and keep the left lane for free-flowing traffic. Do not pull around other cars in the carpool lane.
- \* Ensure that your student(s) get out of and into your vehicle on the *passenger* side for safety reasons.
- \* During dismissal, 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.
- \*Please refrain from using cell phones during carpool.
- \*Please refrain from using inappropriate language or gestures directed toward adults or students.
- \*Parents of students who are “walkers” should not drive their vehicles ahead of the carpool line to pick up their child or park in the lot and come get your child. Do not park ahead of the carpool line in front of the Modular Units to pick up your child as a “walker” in the afternoon. If you drive a vehicle on campus to pick up your child during dismissal, please abide by the carpool dismissal protocol.

Thank you for your cooperation to help carpool arrival/dismissal remain safe and efficient for all of our Middle Creek families!

Thank you,

Mrs. Miller

[www.wcpss.net](http://www.wcpss.net)

Si necesita servicios de traducción gratuitos para comprender los procesos escolares, llame al (919) 852-3303

إذا كنت بحاجة إلى خدمات الترجمة المجانية للتعرف على سير العمليات بالمدرسة، اتصل بالرقم (919) 852-3303

Si vous avez besoin de services de traduction gratuits pour comprendre les procédures scolaires, appelez le (919) 852-3303

यदि आपको विद्यालय की प्रक्रियाओं को समझने के लिए निःशुल्क अनुवाद सेवाएं चाहिए, तो (919) 852-3303 पर कॉल करें

학교/교육 과정에 관한 무료 번역 서비스가 필요하시면 다음 번호로 연락하여 주십시오 (919) 852-3303

Nếu quý vị cần sự thông dịch miễn phí để hiểu phương pháp trường học, xin vui lòng gọi số điện thoại (919) 852-3303

如果您需要免费翻译服务来了解学校流程，请致电 (919) 852-3303