



Carpool Procedures at Davis Drive Middle School 2019-2020

Morning Drop Off-

Carpool students should only be dropped off along the carpool area at the front of the school in the carpool loop. Drop off may begin when the staff are stationed on duty at 7:45 a.m. Students may not be released from vehicles prior to 7:45 a.m. When approaching the drop-off area, drive your vehicle as far ahead as possible along the curb; do not stop in front of the building entrance if more curb space is ahead of you, as there may be other vehicles behind you needing to release students. Students should exit the vehicle curbside only. For your safety, please remain in your vehicle at all times while in carpool. **If you must exit your vehicle to assist your child, then please park in a designated area.** After students exit a vehicle, vehicles should remain in a single file line and exit the carpool loop. Due to the large amount of traffic in the mornings, passing stopped vehicles is not safe and will not be allowed in the carpool loop, unless directed by a staff member. Using excessive speed is also not permitted in our carpool lane as well. If you need to enter the building, please park in a parking space.

It is important to remember that **instruction for students begins promptly at 8:15 a.m.** All students should arrive at school with time to get to classrooms and be ready to work by 8:15am. To ensure that students arrive to class on time, plan to arrive in carpool by 8:00 a.m. Carpool students wishing to eat breakfast should be dropped off no later than 7:55 a.m. All outside entrance doors, including the main school entrance, will be locked each day at 8:15 a.m. **If your child arrives after the 8:15 a.m. tardy bell, staff will have left the carpool loop and students must come into the front office to obtain a pass.** All late students must receive a tardy slip from the front office before reporting to their classroom. Thank you for your cooperation!

Afternoon Dismissal-

At the end of the school day, carpool students will be dismissed to the carpool holding area by teachers and then dismissed to their respective vehicles. **Please refrain from using your cell phones while traveling through our carpool lane.** Students are asked to sit under the breezeway, so they are able to see when their car arrives on campus. Once students are loaded, cars exit in a single file line from the school campus, unless directed to pass by a staff member. Carpool usually begins moving and loading at 3:00 p.m. and concludes by **3:30 p.m.** To avoid longer wait times, families are encouraged to arrive at staggered times between **3:00 p.m. - 3:30 p.m.** Although the first few weeks of carpool dismissal can be a bit slow going when everyone follows procedures, the process is a safe and efficient way to dismiss students each day.

Please help us by reminding your child to be attentive during afternoon carpool. It will help the flow of traffic if all parties are attentive, so we can load multiple cars at one time. If you know that your child will be arriving to carpool late, please circle around to get back in line. This will help the cars behind you be able to move smoothly through the carpool lane.

Cars will be loaded 10-15 at a time. Cars will be loaded in between the two orange cones. Students can not walk around the loop to load into the car. They must be loaded in the front of the school, so they are supervised by a staff member at all times.

All students must be picked up in our carpool lane. Due to safety, students are not permitted to be picked up at the top of our school on Davis Drive. Students also cannot be picked up at Davis Drive Elementary School.