

## MAP OF CAR LINE

- Use the route that corresponds with your building-issued car tag/teacher name.
- Cars are not to enter the red area.
- There will be cars and buses in the blue and yellow areas – please use caution.



Please note that there is **NO Passing** in any lane along our campus. This is particularly true along the green route adjacent to the Family Parking. Thank you for waiting patiently for traffic to move.

# Arrival and Dismissal Car Loop Procedures 2024-25

## Arrival

Cars will use the entrance designated by the color of the school-provided car tag. Cars and buses may use

	Arrival	Dismissal
AM	8:40 - 8:50	11:20 - 11:30
PM	12:40 - 12:50	3:20 - 3:30

the same loop. Staff will be on duty during the times listed. Process:

- Put your car in park and turn it off
- Exit your car safely
- Help your child out of the car and wait immediately next to the car with your child
- A staff member will come to accompany your child into the building
- Return to your car and prepare to drive as a group out of the unloading area

Please use extreme caution and stay alert to avoid other traffic on our campus. If you arrive outside of the listed times, park in the family parking area and use the main entrance to sign your child in or pick your child up.

## Dismissal

Use the same route according to the color on your child’s school-issued car tag. Park along the loading area, exit your car, stand immediately next to your car, and hold the car tag so it is clearly visible. A staff member will bring your child to you, and you will assist your child to get into the car. Thank you for exiting efficiently and safely, staying alert to other traffic on our campus. Our dismissal works more smoothly if you use the car line, but if you need to walk up, *please bring your car tag with you.*

**All children *must* be buckled into an age-appropriate child safety seat.** We are required to notify law enforcement when we observe students who are properly buckled into their age-appropriate seat.

**If you do not have your sign, please park in the family parking area and come into the building with your ID.**

Students will only be released to a parent or individual on your contact list with an appropriate government-issued ID.

## More Tips for a Safe and Efficient Process

- Our highest priorities are the safety of your children and the integrity of our school day.
- Please ensure that you have a child safety seat appropriate for your child's age and size. **We are required to report a child in a car without an appropriate safety seat.** 3-year-olds must be correctly buckled in an approved seat with a five-point harness, while 4- and 5-year-olds may ride in a booster seat. For more information, see [http://www.kansasboosterseat.org/download/booster\\_flyer.pdf](http://www.kansasboosterseat.org/download/booster_flyer.pdf)
- So that you can safely assist your child, please place the child safety seat in **the back seat on the passenger side** when possible.
- In the car loop, parents must **remain single file and not pass any other cars** to proceed to an open loading station (unless directed by a staff member).
- **Please wait for the cars ahead of you** to load and pull away, even if your car is loaded.
- Please park and arrange to meet your child's teacher if your child is struggling with the transition to or from school. If this is an ongoing concern, your child's teacher is happy to help you develop a plan to ease the transition time.
- **Do not pass other cars**, particularly along the green route adjacent to the family parking lot.
- In the car loop, our staff members are focused on their safety duties. If you wish to visit with your child's teacher, please use SeeSaw to schedule a mutually agreeable time.
- Thank you for giving right-of-way to our school buses.

### BASIC CAR SEAT SAFETY

Be sure to buckle up the right way on every ride!



All children must use a car seat, booster seat or seat belt.

- My child always rides in a back seat and never in front of an airbag.
- Everyone in my car buckles up on every ride using the right car seat, booster seat or seat belt for each person's age and size.
- My child's car seat has all of its parts, labels and instructions and has never been in a crash.
- I follow the instructions for my car and my car seat so that my child is buckled in right and tight.
- My child's car seat has never been in a crash.
- I never leave my child alone in a car.



Use our online [Ultimate Car Seat Guide](http://www.safekids.org/ultimate-car-seat-guide) for information on all your car seat needs.

*Thank you in advance for your patience, positive attitude and good will for your fellow families! This will go a long way toward a smooth experience for all and will help your child to have a good feeling about school!*