



Car Pool Procedures

Morning Car Pool:

- Carpool drop off begins at 7:15. Please do not drop your child off before 7:15 as there is no one to watch them.
- If you are the first car please pull all the way up to the benches that are outside of AG. If you are not the first car in line please pull up behind the car in front of you. We have over 300 cars come through the line in the morning and unfortunately not everyone can drop off right at the front door.
- Adults and Safety Patrol student are outside to supervise and assist when needed. Please feel free to allow your child to open their own door and exit the car if they are able.
- Please make sure your child does not try and exit the car before the car has come to a complete stop.
- Please do not drop off your students in the bus parking lot or behind the school. We do not have anyone to ensure their safe arrival.
- Please walk your child to the front door. Do not allow them to walk across the bus lot from Alexander Graham alone.
- Please try and have all of your materials organized and be ready to exit the car once you have come to a complete stop.
- For safety reasons if you pull into the parking lot and have your child walk across the drop off zone we need you to accompany them.
- If for some reason you have someone new dropping your child (Grandparent, Babysitter etc.) off please review this with them.

Afternoon Car Pool:

- Please be patient as we are doing everything we can to dismiss as quickly and safely as possible.
- Remember to have a sign on your dashboard with your child's name and grade level
- Please do not stop where your child is, pull all the way up behind the car in front of you. Your child will meet you where you end up. They are directed to a particular section but that is just a guess.
- Please refrain from talking on your cell phone during the drop off / pick-up process.
- Parking between the parking spots is reserved for our students with special needs. If you are walking to pick up your child whom does not have special needs please park at AG and walk over.
- During rainy day dismissal parents of students who are walking need to report to the area outside the backdoor to our K classrooms. The carpool facilitator will call for your child to come out.
- If for some reason you have someone new dropping your child (Grandparent, Babysitter etc.) off please review this with them.