



CARLINE DROP-OFF/PICK UP 2017-2018

- Drop-off and pick-up zone is at the **front of the school only**. Someone will always be on duty in the morning and afternoon to assist the children. No child will be dismissed to any other parking area.
- No students will be released between 2:45 pm and dismissal time. Please do not come to the office to pick your child up early to avoid the carline. Your child will be released to the sidewalk with his/her class at 3:10 pm.
- In order to avoid confusion, and to minimize disruption and noise, please do not wait in the office, stand in the hall or outside your child's classroom before dismissal time. The end of an academic day is very important. It is at this time that "last-minute" review and instructions are given to all students.
- If your child is already in EDP when the carline begins, please park and walk through the building to get your child from EDP.
- **Parents, grandparents or drivers are to remain in line, in your car, and wait for your child or grandchild to come to the car.** Please do not park in the parking lot or along Black Oak Blvd. in the No Parking area and come down the hill to pick up your child. We will not let your child walk up the hill or across the street to your car. Please do not attempt to enter the back lot against the flow of departing traffic. The back lot entrance is closed to in-coming traffic during normal student drop off and pick up times. Everyone's time is valuable, and if you stay in your car and move through the line, it will be better for all involved. The only thing that truly matters is the safety of all our students and staff.
- No child will be released to anyone EXCEPT the individuals that are listed in RenWeb as authorized pick up individuals.
- Students opting to walk or bicycle home by themselves will be released at 3:30 PM. This will minimize any potential possibility of a student stepping into or riding into the path of a moving vehicle.
- Families who choose not to follow these procedures will be asked to leave Summerville Catholic School.

Traffic Plan:

To ensure the safety of our children during arrival and dismissal times, it is **imperative** that families cooperate with the following traffic plan:

1. The first 7 spots in car line are reserved for those who purchased the spot during our PSA auction. These families will park in the school driveway pick up zone. All others please form **two lanes** of cars on the gravel area and **one lane** on Black Oak Blvd.
2. **Beginning at 3:00pm, the car closest to the school building may begin to move forward, followed by the next gravel lane and finally the lane on the road may move forward. Every other car should allow the car in the next lane to advance in front of them. Please be courteous and follow the rotation.**
3. Drive close to the curb and move all the way forward when discharging or picking up students.
4. Place in your front windshield, (facing out, passenger side), **your car line tag with the last name and grade of the students** that you are picking up.
5. **Do not exit** your vehicle while in the drop-off/pick-up line.

Any student **not picked up by 3:30 PM** will be escorted to the Extended Day Program (EDP). The drop-in rate of \$8.00 per hour, per child, will be pro-rated on intervals of fifteen minutes for each student attending. (Please see the EDP director for more information.)