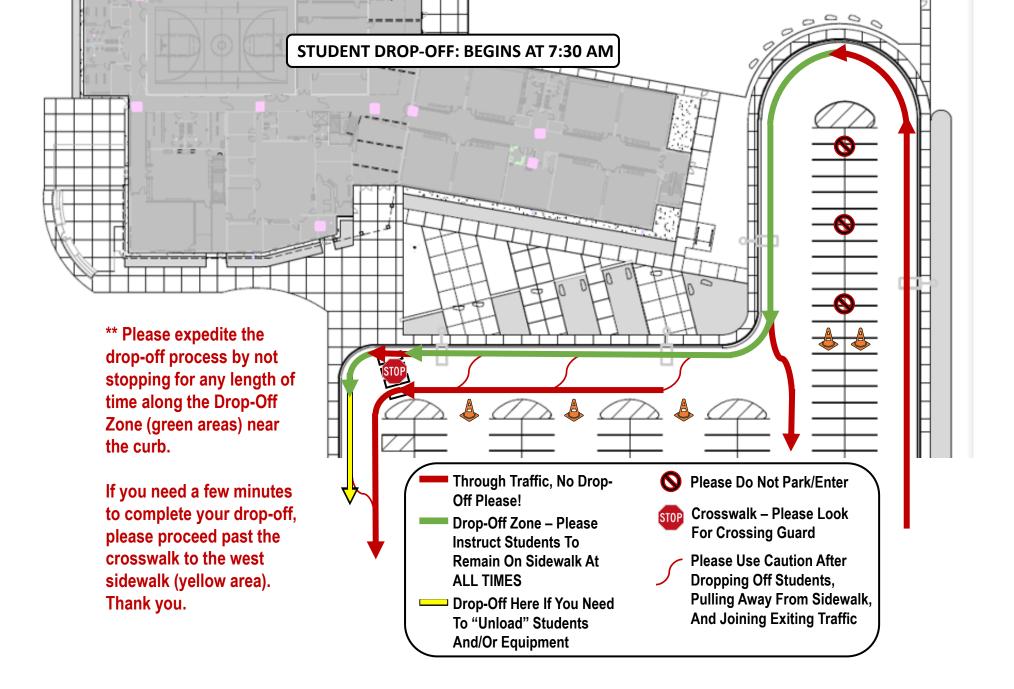


# CARLINE: Morning Drop-Off



## CARLINE: Afternoon Pick-Up

#### **Important Considerations Before Referencing the Graphic Below**

- We are using an application that allows us to alert the classroom teachers that their students' parents are here and ready to pick them up. All students have a number assigned to them, and families have been issued numbered hang tags for their rearview mirrors so that MA staff members can see who is being picked up through the windshield. For situations where parents may be carpooling it is OK if you do not know the number of the student riding with you, simply knowing the name (first and last please) will be enough for us to enter their numbers into the system.
- After early release is complete (~3:15 PM) an MA Staff member will begin entering the numbers for the students whose rides are here into the system. We will begin the process of releasing students whose parents queued early a few minutes before 3:30 PM. After the initial release additional students will be released as their parents/rides arrive and are entered into the system. At 3:40 PM we will release all remaining students from their classrooms (All Call) unless there is severe weather in the area.
- If you park in the parking lot to await your child/children, we will not know that you are here to retrieve them, and your child/children will not be released before 3:40 PM. We encourage all parents/rides to line up in our carline to expedite the process for everyone.
- It is VERY IMPORTANT that no one parks in the western most parking spots in our parking lot during carline. The roadway is a bit narrower in this part of our lot and we have significant concerns about the safety of our families trying to take advantage of the "double-lane" exit strategy we've used to this point, as well as for those cars trying to back out of these spots as traffic is flowing through. Additionally, in situations where students may not be present while their ride is waiting, we'd like to send those cars facing east into the spaces highlighted by the yellow "PICK-UP WAITING/ LOADING" so that we may direct the students safely through the crosswalk and allow these cars to safely exit the lot away from the primary thoroughfare being used by the rest of our families. If special circumstances require that you need to park to pick-up your student(s), we ask that you also park in this area facing east and let an MA Staff member know that you are here.

#### **Important Considerations Before Referencing the Graphic Below**

- Please pull forward as far as possible during carline so that we can get as many cars as possible into our lot. On the graphic you will see this spot marked with the circle containing the words "Carline Starts Here". We need to remove cars from the public rights-of-way by getting as many as possible into our parking lot and allowing as much "pick-up" frontage as possible to move everyone along quickly. Loading your child/children before crosswalk when there is room ahead disrupts this process. They will find their way to you down the sidewalk if necessary, and yes, even if they are next to you along the sidewalk, we will ask both your and your student(s) to continue forward as far as possible before loading.
- During the time that students are being released via the application (before 3:40 PM), there will be NO PICK-UP on the east/southeast side of the school (purple-colored zones). At "All-Call" (3:40 PM), students will be released to gradelevel/sibling areas along the pick-up route and they are welcome to get into your vehicle when you arrive near their area. You may exit the parking lot using whichever of our two exit routes is most convenient for you when your child/children get into your car.

#### **Other Notes**

Students with walker passes will be released at 3:30 PM.

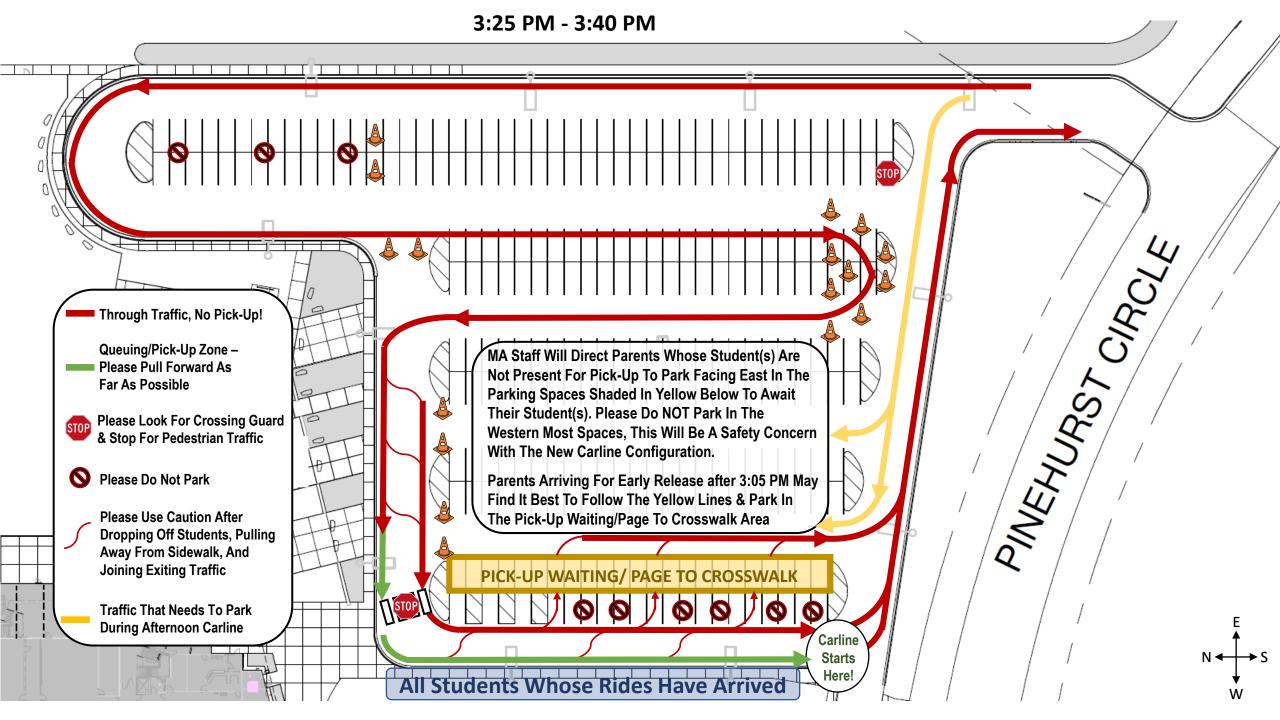
Should a problem occur with our technology (not likely, but with technology you should always have a backup plan) we will release all students at 3:30 PM and operate our carline with students waiting for rides in designated grade/sibling areas. In this situation we will allow students that see their rides to get into cars in either the purple or green pick-up zones.

MA Staff members will assist everyone as we transition to this new process and work out the kinks. Thank you for your help in making this process occur as smoothly as possible.

#### **CARLINE:**

### **Afternoon Pick-Up**

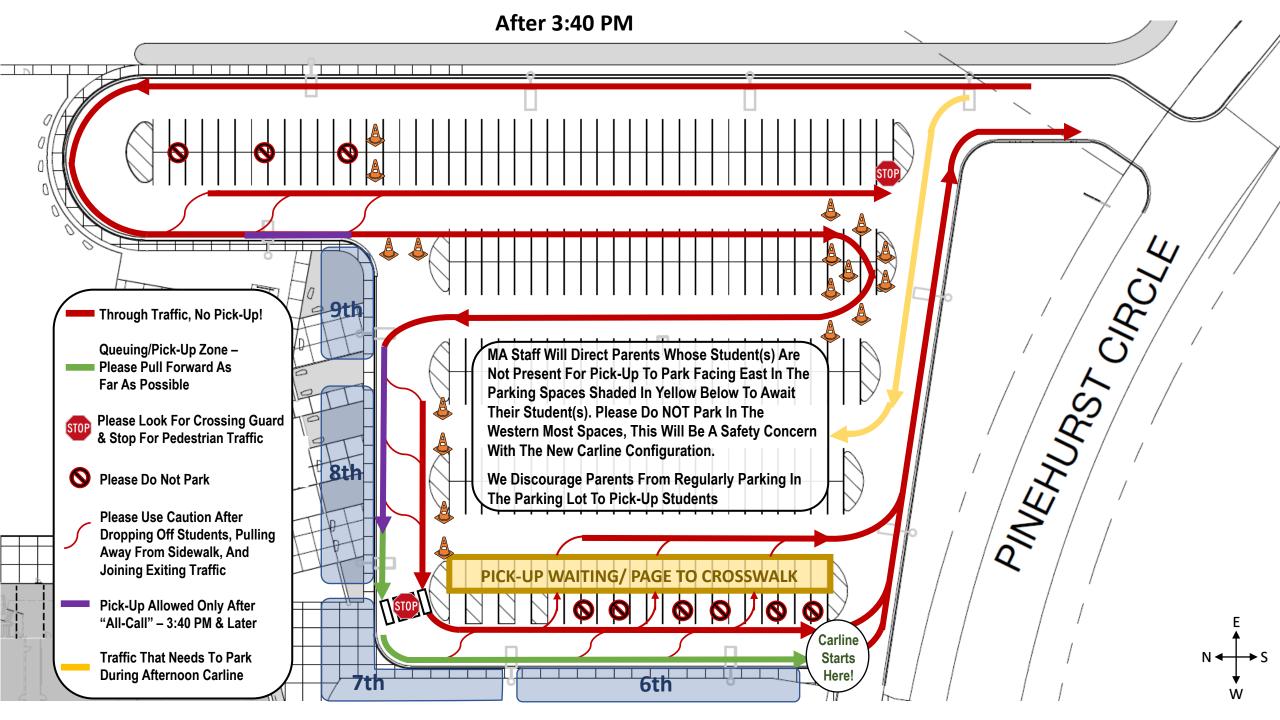
## 3:00 PM Early Release & Regular Release 3:25 PM - 3:40 PM

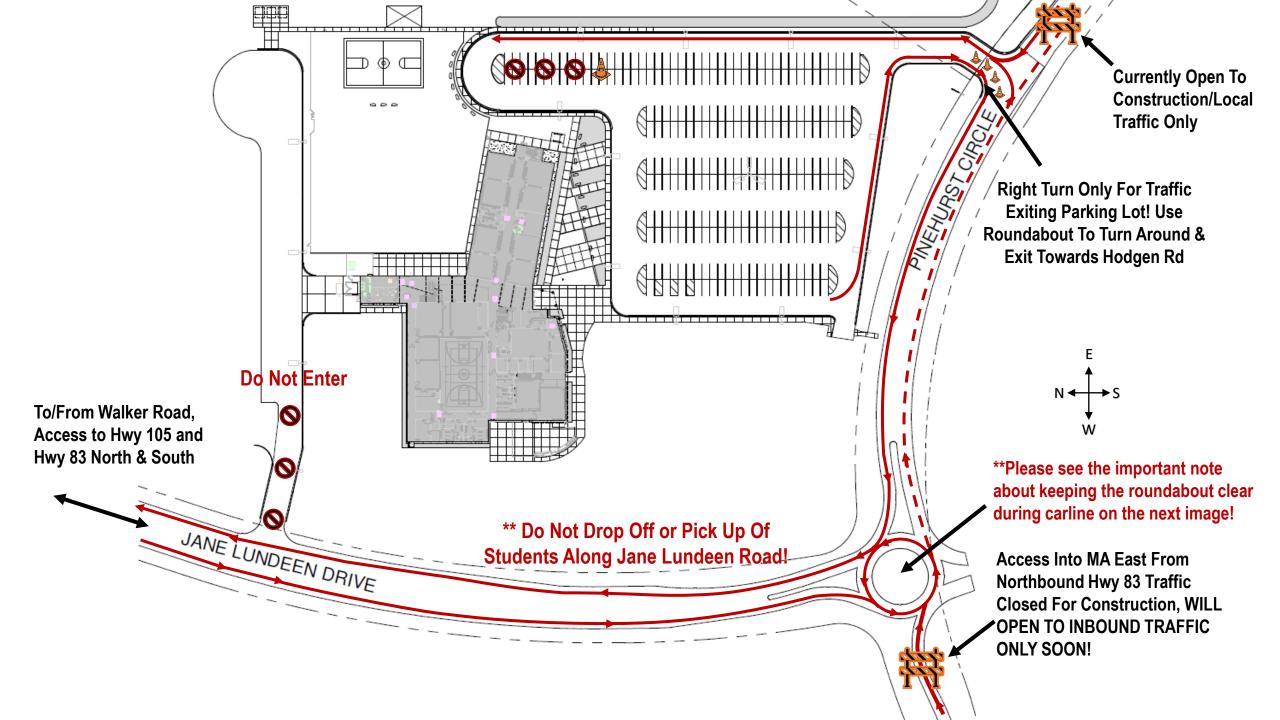


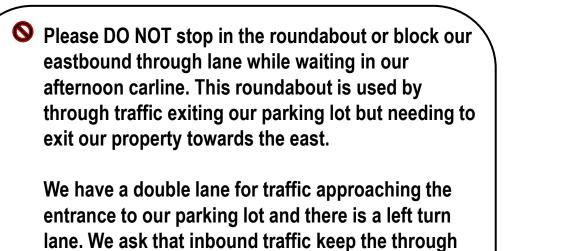
### **AFTERNOON CARLINE:**

### **Pick-Up Procedures**

#### After 3:40 PM







lane. We ask that inbound traffic keep the through lane clear by waiting until there is enough room to enter the left turn lane past the roundabout.

• • • Through traffic

Please wait here until you have enough room to clear the roundabout and enter the left turn lane beyond it. Thank you.

 $\bigcirc$ 

Enter left turn

lane here.

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