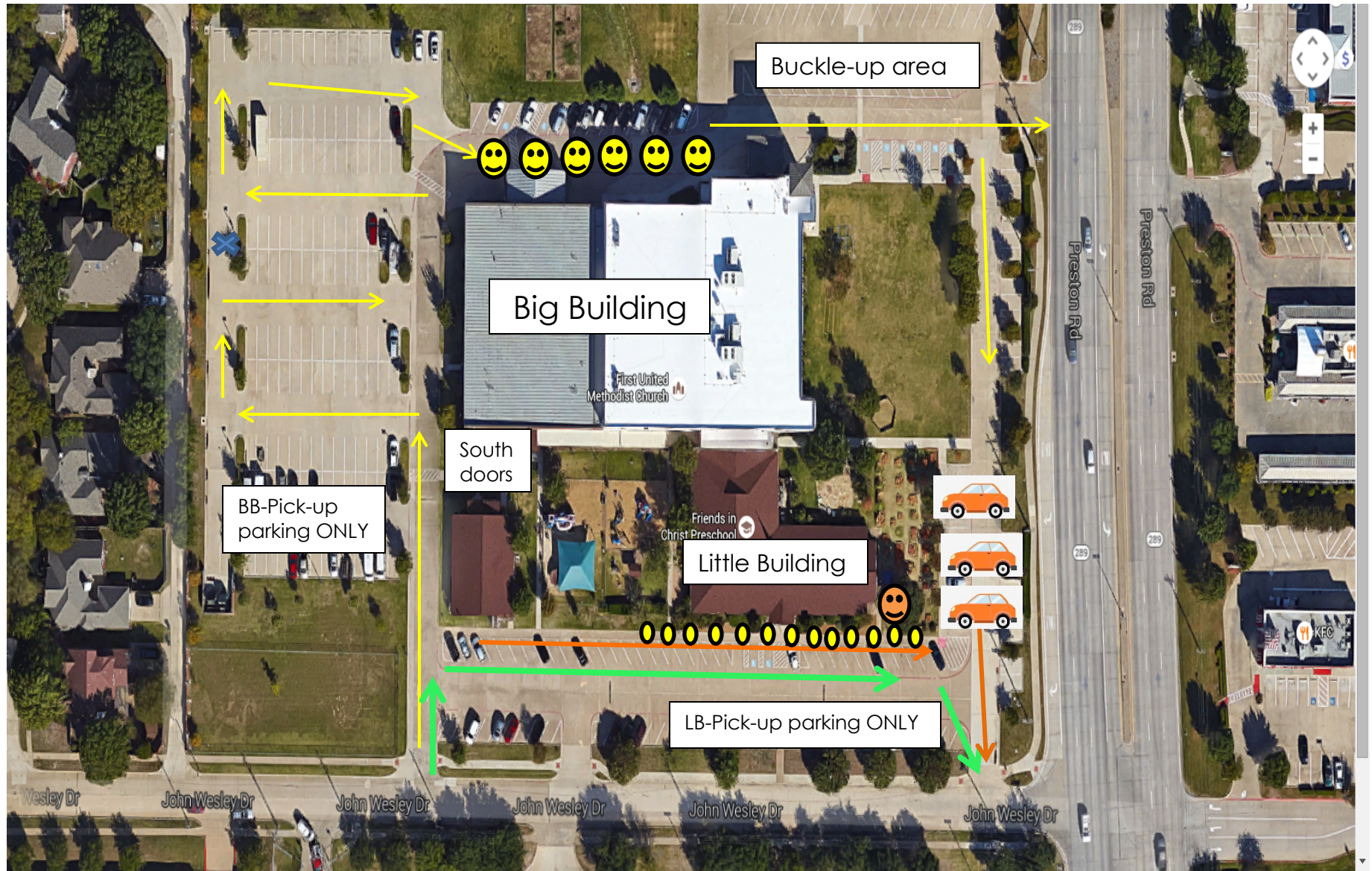


For Drop off and Pick-up



***Yellow-ALL big building (BB)students 3's, and 4's**

***Green line-ALL little building (LB) students Nursery, 1's, 2's & siblings in the big building.**

***Orange line-ALL Kindergarten**

At the beginning of the year, you will be asked if your child will be a carpool student or a pick-up student for afternoon dismissal. Knowing beforehand will help teachers and staff members at the end of the day. It is especially important if there are siblings that attend so we can have them together for the ease of pick-up. We understand that emergencies will happen that may change your indicated choice, please just let your teacher know ahead of time.

***If you arrive in carpool and you do not have your carpool tag, you will be asked to pull to the side so we can verify your identity. If someone else is picking up your child, please let your teacher know and send the person picking up your child a photo of your car tag for them to show our staff member for verification purposes.**

****If you are late for pick-up and carpool has ended, you will need to park and come to the front doors to pick up your child, depending on the time, a late fee may be added to your account.**

Big Building Yellow line (ALL big building students)

***Morning drop-off-**

Follow yellow arrows to the front of the building. Have your child unbuckled and ready to exit, BEFORE you reach the staff (yellow faces above), who will help your child out of the car and into the building. If you have a sibling in the little building, please drop your student off in the little building area. See below.

***Pick-up**

Carpool- follow the yellow arrows to the front of the building. Make sure you have your child's car tag hanging from your car mirror. A staff member will be stationed in the parking lot and will read your tag for your child to be brought down to you when you reach the designated area. **PLEASE do not get out of your car**, a staff member will put your child into their car seat and you are asked to pull out of the carpool line and park in designated area to buckle your child up. This will help to keep the line moving.

Walk-in-ONLY park in the designated area and walk in and out of the South doors. No one will be allowed to enter via the North doors-*no exception*, as this will help us keep the kids in the carpool line safe. You may go into your child's classroom and pick your child up and exit from the North doors.

Little Building Green line (All little building students AND siblings who are in the big building)

***Morning drop off-**

Follow the green arrows to the carpool line (do not park in the parking spots). Have your child ready for the staff member who will take them into their classroom. If they have an older sibling, they will be dropped off here as well-no need for two carpools. To help this process go smoothly, please have your child ready when the staff member reaches your vehicle.

***Pick-up-**

Carpool-Pull into a numbered slot in front of the little building. You will be pulling into a slot that the parking lines will be a different direction. This is okay; please just pull in straight at the numbered sign. Text your teacher's cell number, with this information-Child's name and spot number. Please have your carpool tag hanging from your car mirror. The teacher will bring your child to you and any siblings from the big building (siblings will not be brought over until 2:15). Please wait your turn until a spot opens up; do not park where there is not a numbered spot.

Walk-in-ONLY park in the designated area and walk into the building to your child's classroom.

Little Building Orange line-KINDER

***Morning drop off-**

Follow the orange arrows to the Chapel side door of the little building, have your child unbuckled and ready to exit, BEFORE you reach the staff (orange face above), who will help your child out of the car. If you have a sibling in another age group, they will exit the car as well and be taken to their classroom.

***Pick-up-**

Carpool- Pull into a parking spot on the East side of the building, have your carpool tag on your mirror and starting at **2:15** the Kinder Aide will bring your child and any siblings, out to you.

Walk-in-Park in the orange designated area and walk to the chapel doors to retrieve your child.