

# Springdale Park Carpool Regulations 2013-2014

Please read and review entire document so we can keep our children safe and secure!

- **DO NOT PARK IN ANOTHER AREA ON THE SCHOOL PROPERTY, OR NEIGHBORHOODS IN ORDER TO PICK UP OR DROP OFF YOUR CHILD.** We ask that you wait in the carpool lane or proceed to the 803 Briarcliff Road parking lot.
- **Carpool drop off starts at 7:35 AM – 7:55 AM** Children who arrive at 7:35 AM have time to eat breakfast and then go to their classroom to get unpacked, begin their morning activities and start their daily instruction. Afternoon pick up is from 3:00-3:15 PM. Please arrive on time especially on rainy or extremely hot or cold days.
- **NO CHILD may be dropped off in front of the Rutland Building before or after 8:00 AM! If it is after 8:00 AM, you must park and walk your child into the side office and sign them in with Mr. Waites.** Please read the policy on unexcused tardies and absences which may result in a Social Worker referral or call from administration. YOUR CHILD'S SAFETY IS AT STAKE AS NO ONE IS ON DUTY. YOUR CHILD IS MISSING VALUABLE INSTRUCTION TIME.
- **NEVER** enter the bus lane while buses are present morning or afternoon.
- **Please say goodbyes and have children ready to exit.** This is not the time to review homework, have children eating breakfast, sign permission slips, fix hair or open the trunk or back hatch, etc. Please proceed to the 803 Briarcliff Road parking lot so you can safely complete these tasks.
- **Please unlock doors and have children start to unbuckle their seatbelts as you enter the carpool area.** At dismissal, children may buckle seatbelts by stopping at the end of the drive before entering Ponce de Leon Avenue. Remember, without a police officer, only RIGHT turns are permitted.
- **Children may only depart and enter the vehicle on the passenger side.** Please make appropriate accommodations if you have car seats. Parents must stay inside the car in the carpool line. If you need to get out of your vehicle, please use the 803 Briarcliff Road lot.
- **Please remember that carpool is not a parent/teacher conference time.** If you need to speak to a teacher, please schedule an appointment.

- **Please be alert and follow the instructions of the carpool assistants.** If someone asks you to move to improve the flow, please oblige. Opening and closing the doors is a courtesy and may not always be available. Again, please remember to have your doors unlocked as trying to open locked doors has actually caused some teachers to develop carpal tunnel symptoms.
- **NO Cell Phone use in the carpool lane during arrival or departure from carpool.** We need you to be alert and prepared to stop/go quickly. Please abide by this rule as a common courtesy.
- **Late Pickup:** If you miss carpool due to traffic or an unplanned conflict, your child(ren) will be taken to our After School Classe (ASC). When you arrive, please park at the front of the school and proceed to the cafeteria to pick them up at ASC. Please be aware there is a charge for unexpected drop-ins.
- **Change of Transportation/Missing Children:** If for any reason your child will not be going home with his/her regular carpool (after school activities, went home sick, going home with a friend, etc.) please be sure to contact your child's teacher and Mr. Waites before 11:30 AM. This will avoid unnecessary panic over a missing child.
- **Be a Follower:** Follow the car ahead of you as we are filling up the carpool lane. When one car breaks the routine, others follow, chaos ensues, and you get out later, not sooner.
- **Substitute Drivers:** We love dads, grandparents, babysitters and relatives but please try very hard to explain the carpool procedure to them before they fill in for you. This helps reduce the chance of accidents. Please advise the teacher and Mr. Waites before 11:30 AM and if we don't recognize the driver, we will have to ask for identification. If there is someone who is NOT to pick up your child, please make sure you have all of the legal paperwork and speak with Ms. Brown or Ms. Blackwell. All afternoon duty personnel should be advised.
- **Keep Pets in Vehicles...PLEASE:** No pets are allowed on the school property. Please do not let any pets out of the car or hang out the vehicle windows. There are children, staff and parents who are uncomfortable around animals and who have allergies. This also poses a safety risk. You are liable for any accidents or injuries.

**For questions about carpool, please contact Mr. McKnight at [smcknight@atlanta.k12.ga.us](mailto:smcknight@atlanta.k12.ga.us)**