

# CARPOOL INFORMATION

Dear Parents:

We are dedicated to providing a safe arrival and dismissal environment for our students. We have issued two permanent carpool tags to every family. Your family has been assigned a number that you will continue to use while attending SBCE. At the end of that time, you will turn the tags back into the school.

If these tags are lost, there will be a \$1.00 charge per tag to replace them. Only SBCE issued numbers may be displayed. If this issued number is not displayed, you will then have to park and sign your child out at the front office.

## AM Carpool Procedures

Carpool starts at 7:10 am. No child should be dropped off or let out of the car until school staff is present. Please arrive early enough to allow your child to be in his/her classroom by 7:40 am. Those arriving late must park and sign them in.

## Carpool AM and PM Procedures & Safety Tips:

- Please hang number on rear view mirror - pm only
- IF the issued number is not displayed, you will have to park and sign your child out.
- Drive slowly and do NOT pass other vehicles
- Pull all the way up in the carpool line to the designated color cone-pm only
- Remain in your vehicle
- Allow students to enter and exit only on the right side of the car
- Do not drop students off at the back of the building

We thank you in advance for your help in making our arrival and dismissal a safe and efficient process. If you have any questions, please don't hesitate to ask.