



Pinecrest Elementary School Car Rider – Dismissal Procedures



All car riders, including Head Start and VPK students, will be picked up from the car rider line, at the front of the main office building. **These procedures should be followed between 1:30 – 2:10pm.** Note there will be no early sign out of students after 1:25pm unless it is an emergency discussed with an administrator.

From Lithia Pinecrest Road you will turn on the paved road on the west of the tennis courts. Continue towards the football field then turn left and continue back toward the school. Please DO NOT leave large gaps between you and the car ahead of you.

At 1:30pm the gate will be opened at the south end of the office parking lot. Cars should then continue in a **single line** and stop in front of the school office. For everyone's safety you must **NOT** attempt to pass another car at any point in this line or cross over the lined parking spaces.

Please have ready your car rider tag with your child/children's name on it. A staff member will come to your car to collect the car rider tag and will then call for your child/children to line up in order for dismissal. We ask your help in reminding your child/children they should wait quietly on their assigned spot behind the double doors and listen for their names to be called.

Head Start and VPK students will be dismissed from this area as well. Adults picking up the Head Start students will need to sign out their child but will do so from their car. For this reason, Head Start and VPK cars will enter through the school main entrance loop and begin loading at 1:40pm.

Our faculty has been informed of the need for car riders to be dismissed promptly at 1:50. We will encourage students to move to the car rider hall area promptly.

Keeping your child safe is important to all of us, therefore it is important for everyone to follow these safety rules. We appreciate your cooperation!