

PLEASE READ

NEW FOR 2020-21

Big Creek Elementary School AM Car Line Procedures

For the 2020-21 school year, we have updated our car rider line with new procedures to ensure a safe and efficient process. **PARENTS WILL NO LONGER BE ALLOWED TO PARK AND WALK STUDENTS TO THE FRONT DOORS DUE TO SOCIAL DISTANCING EFFORTS. You MUST remain in your car and follow the procedures outlined below.** If your child has not exited the car prior to 7:38, you will park, walk your student to the security window and check them in as tardy, practicing social distancing and staying 6 feet apart from other families. **To check in a tardy student, you will need a phone or other device to read a QR code. Our check in and check out procedures will be contactless this year.** Also, adults must wear a mask, so please be sure to keep one in your car at all times.

Student drop-off occurs between 7:10am and 7:38 am.

Procedures:

1. Double lanes will form after cars enter the lot from Hwy 141. Cars will merge to a single lane at the turn near the front of the school. At the merge, the lanes will alternate, one car at a time, so the wait times in each lane will be comparable. Please be courteous and follow these procedures. We ask that you do not honk, yell or attempt to pass other drivers.
2. The single line of cars will release children along the covered walkway of the school. For safety, do not release children before the covered walkway or on the driver side of the vehicle.
3. Pull forward to the cafeteria door as completely as you can without leaving large gaps between cars.
4. Have your child's belongings immediately accessible so they are **ready to exit** when the car line stops.
5. Students should open the door **on the passenger side without assistance** and exit onto the curb. Due to contact concerns, staff cannot open car doors.
6. Avoid conversations with your child after he/she has exited the car as this is a safety hazard and holds up the line.
7. As you leave campus, you may only make a right hand turn out of the parking lot.

For everyone's safety, please follow the instructions of the staff on duty at all times. They are responsible for maintaining a safe and orderly environment.

Big Creek Elementary School

PM Car Line Procedures

For the 2020-21 school year, we will continue with the car rider line procedures below to maintain a safe and efficient process. Please follow these procedures when using the car line in the afternoons.

Student pick-up begins at 2:20pm.

Procedures:

1. In the afternoon, form two lines - one along the sidewalk and one in the center lane, without leaving large gaps between cars.
2. Hang your car tag on the rearview mirror.
3. Stay in your car and wait until a staff member escorts your child(ren) to your car.
4. Once your child(ren) are inside the car, remove your car rider tag.
5. A staff member will be directing traffic so that all students can enter their cars safely. Wait patiently for the car ahead of you to move, then slowly pull away from the curb.
6. ***Please do not park in the parking spaces and walk into the building to retrieve your child.***
7. **As you leave campus, you may only make a right hand turn out of the parking lot.**

For everyone's safety, please follow the instructions of the staff members on duty while on campus.

Every family receives a car tag in their Open House information packets. If needed, replacement tags may be obtained through the front office for a fee.