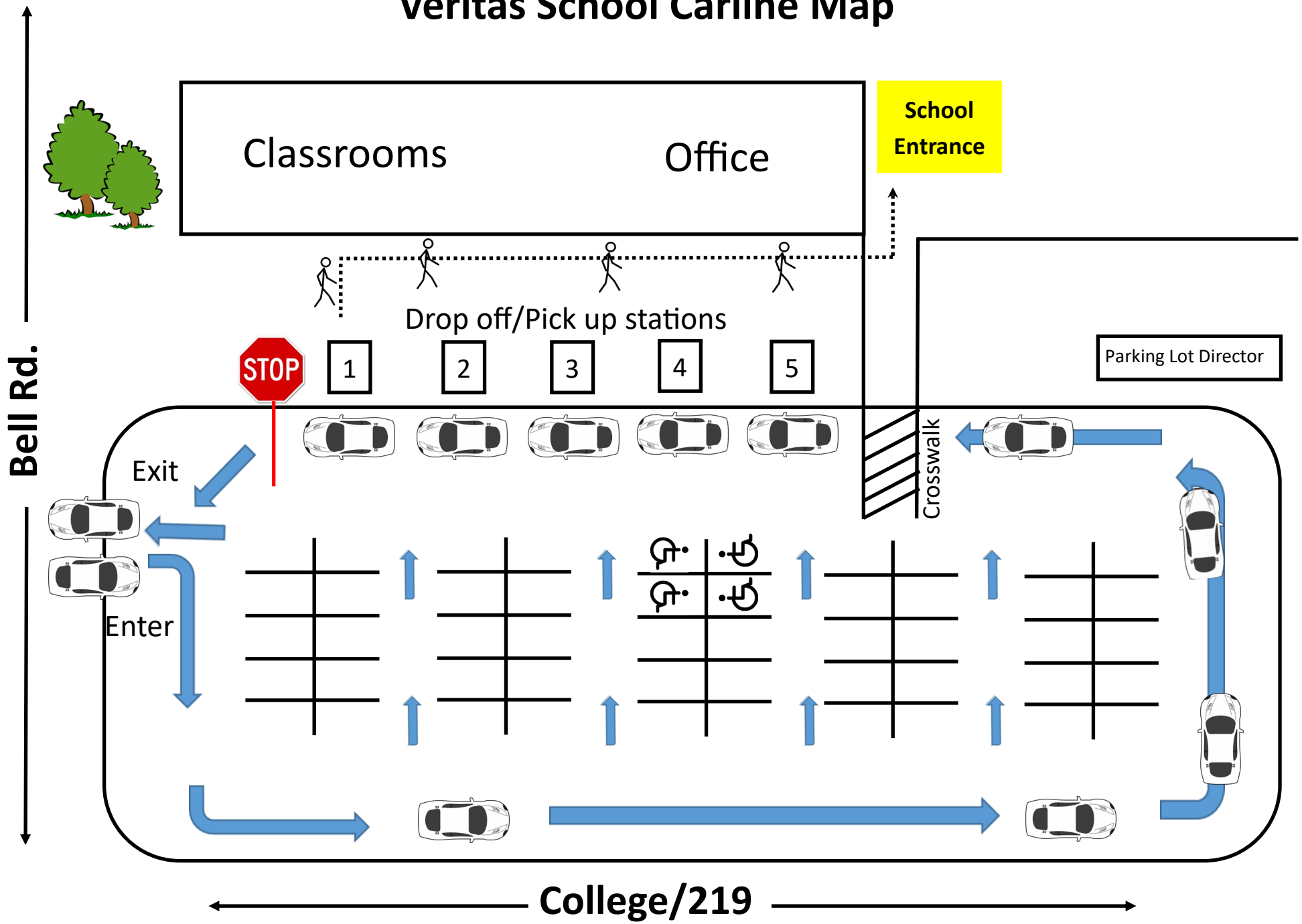


Veritas School Carline Map



Carline Instructions

- At all times:
 - Enter our driveway and parking lot from Bell Road.
 - Please do not use North Valley Friends Church's parking lot at any time.
 - **When entering our parking lot, you must turn right at the bottom of our driveway.** Turn right and circle around to enter carline or park in the parking spaces.
 - If you're planning to get out of your car for any reason, please park in the parking lot spaces.
 - **Please never use your phone during carline.**
- In the morning:
 - Please pull ahead as far as you can at the drop off stations before stopping and unloading your kids.
 - In the morning, make sure your kids are ready and able to get out of your car quickly and without much help from you.
If you need to get out of the car yourself for any reason, please use a parking space instead of the carline.
- In the afternoon:
 - Print your child's name and grade on an 8.5 x 11 sheet in LARGE letters. If carpooling, please have all the students' names on the sheet, or perhaps prepare a separate sheet for each name. **For each elementary student you're picking up, include first name, last name, and grade.**
 - Please place it between the windshield and the visor on the passenger's side. Big, clear letters will make your sign easily readable as I radio the names on to the teachers in Assembly Hall.
 - The parking lot director will be reading names and radioing them on to the teachers waiting with the students in Assembly Hall. Sixth grade carline workers will escort students from Assembly Hall to the pick-up stations.
 - Another important request: Please make sure that EVERYONE who will be picking up your student this year has a sign ready to display. Forward this email to them, and make sure that aunts and uncles, grandmas and grandpas have signs for their turn picking up your kids!
 - Please wait until the cars ahead of you leave their pickup stations to pull forward.
 - If your child will be going home with someone other than Mom or Dad, please make sure their teacher knows which family's name to be listening for each day.
 - Please set up your car so that it's easy for your kids to enter from the passenger's side.
 - Please don't get out of your vehicle yourself; our sixth grade carline workers will help your child get in and get buckled up.
 - If you want to pick up your elementary student on foot, please go to the west-facing door of Assembly Hall and ask for your child by name.
 - **When picking up kids after 3 pm (including secondary kids), pull up as far as you can to the pickup stations. Please do not drop off or pick up at the walkway by the school entrance.**
 - See diagram on reverse side for a visual depiction.