



# Arrival Procedures- Walkers



- All elementary walkers can begin walking towards the front of the elementary school starting at 8:05am using the blue and yellow zone pathways. There is no supervision before this time.
- Always use the sidewalks only when walking the students towards the front of the school following the blue and yellow walking patterns.
- Parents can walk students up to the first double doors of the elementary school. A school staff member or safety patrol will escort your child to class.
- Students will need to be in the classroom before the second bell, 8:50 am.
- Parking lot in front of the elementary school will be closed until 8:50 am, this is a bus loading area
- Parents MUST sign in any student after 8:50 a.m in the elementary school office. Parents can enter the front of the elementary school and park in a designated parking space and walk late students into the elementary front office.





# Dismissal Procedures-Walkers



- No student sign outs allowed 30 minutes prior to the school day ending
- Walkers will be picked up on the south west end of the front of the elementary. Indicated by the star. Parents will use the blue and yellow pathways. Walker dismissal will begin at 2:50 pm.
- Students in grades 3-5 are allowed to walk home towards Encantada or to a waiting parent. These students will be released at 3:10 pm, following the blue and yellow zone walking patterns.





# Zones



**Blue Zone** - walkers who live in Encantada - entrance/exit using 184th Street - follow black arrow walking patterns to sidewalk

**Yellow Zone** for walkers/bike riders who live - East Pembroke Rd or South Pembroke Rd/184 - entrance/exit using corner of 184th and Pembroke Rd. - follow black arrow walking patterns to sidewalk





# Bus Riders



- *Parking lot in the elementary school is a designated bus loading zone and is closed from **8:00-8:50 and 2:45 - 3:30***
- *Parents may not drop off students by car, during arrival and dismissal times of **8:05 am-8:50 am and 2:30 pm-3:30 pm**.*
- *Buses during am arrivals pull into the parking lot, bus drivers follow their security procedures, and our staff logs in arrivals.*
- *Buses during pm dismissal pull into the elementary parking lot and line up waiting for students to embark. Elementary students are released for buses at 3:05 pm while Middle school students are released at 3:15 pm. Buses leave the elementary school beginning at 3:25 pm.*

*Our buses are equipped with a GPS tracking system - more information will be provided at open house*

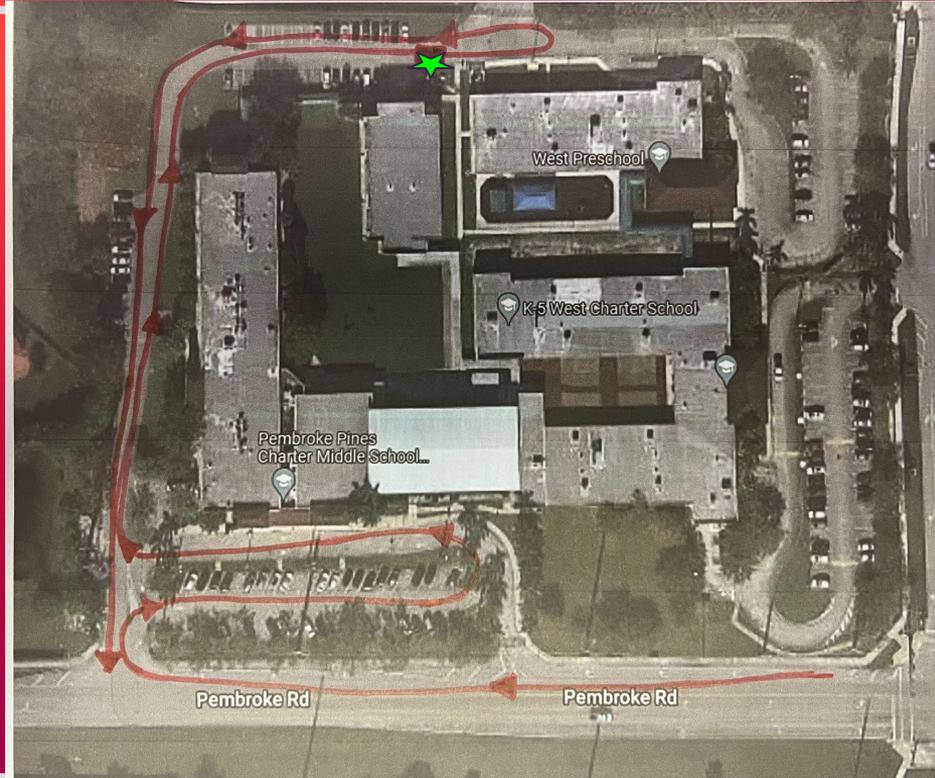


# Car Rider Changes



## Car Line for Arrivals/Dismissal

- Parents will enter through the entrance gates at the middle on Pembroke Road, and follow the car line pathway marked in red. This new pathway takes parents towards the back of the school for the new drop off and pick up location.
- Parents will loop around and exit the school off of pembroke road.
- Parents with preschool students will continue towards the preschool after dropping of their elementary students. During arrival and dismissal times, the entrance/exit off of 184th will be closed.





# Recommendations



- *Car pick up and drop off will be GREATLY IMPACTED by the volume of cars on our property. Please consider other forms of transportation (walking/busing)*
- *We HIGHLY encourage parents to enroll in our free bus service before the beginning of school year.*
- *Every ELEMENTARY car pick up requires a Car Rider Pro access tags. Additional tags can be purchased for \$8.00.*



# Important Contact Information



## *Transportation:*

*Review the PPCS Bus information [here](#) and complete the [Transportation Request Form](#) .  
Contact the transportation department if you have any questions (954) 364-4790 .*

## *Car Rider Pro Tags -*

*Contact Keren Surowitz for car tags (954) 450-6990 or [westelemcarline@pinescharter.net](mailto:westelemcarline@pinescharter.net)*