

CAR RIDER PICK-UP PROCEDURE

If your child is not typically a car rider, please place the numbers that were sent home and this letter in your glove compartment. There may be circumstances in which you will need them.

Dismissal

Vehicles should enter the south parking lot from the east, West Albion Street (near the town park) and exit to the west on West Street (near the baseball field).

Car riders will be dismissed on the south side of the elementary building at 3:00 pm, exiting their grade level hallways (E5, E7, E8). **Drive slowly through the parking lot toward the designated car pick-up area.** Supervising teachers will cross reference assigned pick-up numbers on approaching cars to the list of students. Students will be staged as their number is called in their respective hallway and then those students will be escorted as they exit the building to their vehicle. Each student will receive 3 "official" Fremont cards with his/her number (in envelope). Anyone who picks up a child **must** display a card in their car (**please hang from your rearview mirror**).

- **For the safety of your child(ren), only cars with official Fremont car pick-up cards will be allowed to pick up children. If the assigned pick-up number is not available or visible, you will be asked to go to the office for pick up.**
- It is recommended that each child place one number card on his/her book bag to use until the number is remembered. If your child is not available when you arrive at the car pick-up area you may be asked to park in a designated area. This helps prevent excessive delays while teachers relocate children to the right place.
- **As always, a "Transportation Information Form" must be completed and on file with the office. A note is to be provided if your child will be a car rider. Please make sure you are calling into the office for emergency changes only. Calls should be received by 2:15 p.m.**

While waiting in THE DISMISSAL line...

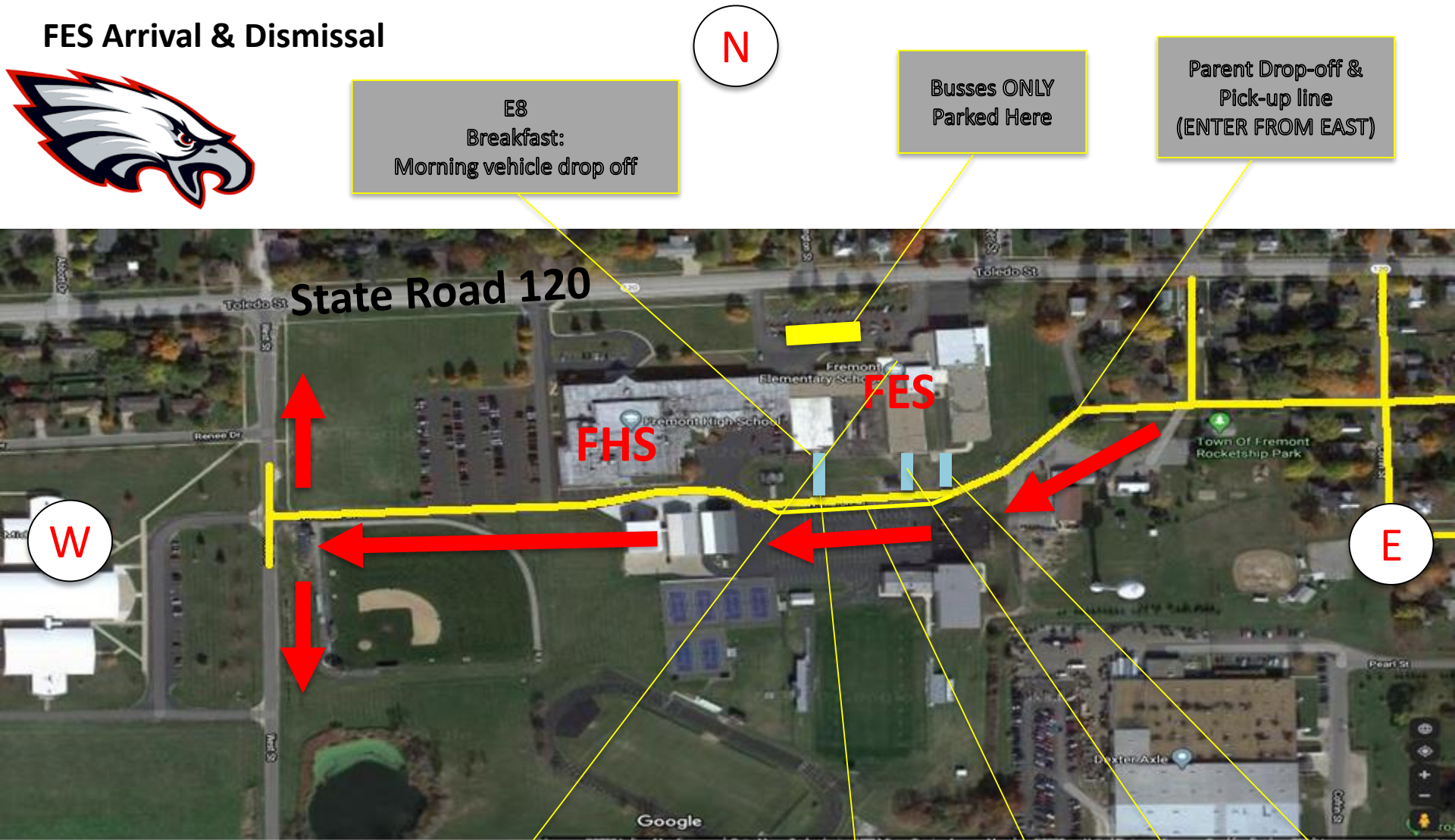
- **Please remain in your vehicle as you will need to move up frequently.**
- Please pull up as far as you can and close to the car in front of you.
- Please form a continuous line, we will have 2 lines side by side as we load students.

***Walkers / Walk-ups will be exiting the building through the east side of the gym doors (E4).**

Visitors or students arriving after 8:00 AM or after dismissal should enter the main doors (E1)

BUSSES ONLY will be located in the FRONT PARKING LOT for arrival and dismissal.

FES Arrival & Dismissal



E8
Breakfast:
Morning vehicle drop off

Buses ONLY
Parked Here

Parent Drop-off &
Pick-up line
(ENTER FROM EAST)

W

N

E

S

Students & Visitors arriving **AFTER 8:00 AM or After 3:15 PM** can use the main doors (E1) to enter the building.

E1

E8
(K & 1)

Second car Lane
For Loading
Students

E7
(3 & 4)

E5
(2)