

# **Cardinal Carpool**

**2017-2018**

# Morning Drop-Off Rules

- ❑ Proceed to the school from the Maynard/Grande Heights Intersection ONLY.  
In order to prevent any accidents or major backups, please adhere to the following:
  - ❑ Do NOT enter from St. Charles.
  - ❑ Do NOT park on St. Charles and let your children out to walk to the school.
  - ❑ Do NOT park in the Walmart parking lot and have your children cross Harrison Ave. to the school.
- ❑ Enter any of the lanes, 1-4 and **STAY IN THAT LANE!** Please do not lane jump.
- ❑ Near the playground, 4 lanes merge into 2 lanes. This is a **ZIPPER MERGE.** **That means that cars take turns from each lane merging into one lane.**
- ❑ When directed to do so, please proceed up the hill for drop-off. Please have your children exit the car where you are stopped and where there are staff or volunteers stationed to help. Please **DO NOT** wait to drop your children off at the end of the carpool lanes.

# Afternoon Pick-Up Rules

- ❑ Only CCA official carpool tags will be accepted. NO EXCEPTIONS.
  - ❑ You will not be permitted to enter the carpool lanes without an official carpool tag. You will be directed to park on St. Charles and proceed to the office to pick up your child. Your child will not be released until 4:00pm. You will need to present a valid Drivers License.
- ❑ No standing/waiting/idling outside of the carpool gate before 2:30pm. You will be asked to leave and return at 2:30pm.
- ❑ The carpool gate will open at 2:30pm for Blue tag cars only. Red tags will be denied entry.
- ❑ Red tag cars will be allowed into the carpool at 3:00pm, according to the school clock.
- ❑ Blue tags should arrive before 3:00pm to ensure priority status through carpool. Any Blue tags that arrive after 3:00pm will be processed with all of the Red tags.
- ❑ A volunteer will direct you to a specific lane (1-4). Please enter that lane and STAY in that lane until you are directed by a volunteer to merge. Carpool numbers are put into the computer consecutively, therefore if you change lanes, your child will not be ready and waiting for you, forcing all of the other cars in carpool to wait.
- ❑ Carpool gates close promptly at 3:45pm. If you arrive after that time, you will need to park and go into the office with a valid ID or your carpool tag in order to pick up your child. Your child will not be released until 4:00pm.

# Red/Blue Carpool Procedures

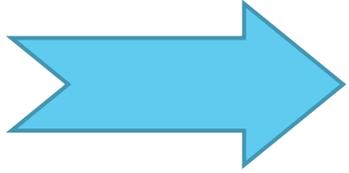
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Lane 4- Red tags only(see comment)  
Red tags will be allowed into carpool at 3:00

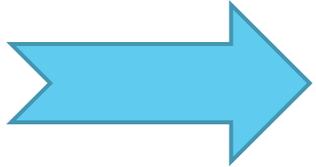
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\*Red tags are to stop at the cones near the merge



Lane 3 - Blue tags  
Carpool Gate opens at 2:30 for **Blue tag cars only**. Red tags will be denied entry.

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Lane 2- Blue tags  
Carpool Gate opens at 2:30 for **Blue tag cars only**. Red tags will be denied entry.

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Lane 1 Red tags only(see comment)  
Red Tag will be allowed into carpool at 3:00

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# Green Tag Carpool

**Green Tags are limited. Strictly enforced. Ongoing validation throughout the school year in order to retain status.**

## **Qualifications for Green Tag:**

- Six students or 3 families per vehicle
- Medical requirement
- Only **official carpool tags** will be accepted. No homemade tags will be permitted or accepted. If you forget your tag:
  - You will be permitted to enter carpool but required to park your vehicle and walk in to sign your child out.
  - Your child won't be ready for pick up until after 4:00.

# Green Tag Carpool Procedure

Dumpster

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Opens at 3:00 pm

Keep to the left side and drive up to the cone. Do not pass the cone.

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Keep right lane clear to allow after-school buses access.

Drive all the way to the end of the curb once cone has been removed.



Student dismissal will start at 3:20 pm

# Additional Carpool Information/Tips

- ❑ Please work with your younger children on buckling and unbuckling their own seatbelts. This will help carpool run smoothly.
- ❑ Please say all of your goodbyes before entering carpool. This will also help carpool run smoothly.
- ❑ Please DO NOT use any of the parking lots of the surrounding buildings either before or after school. There are signs designating “No School Parking” and it is disrespectful to ignore them.
  - ❑ If a carpool volunteer sees a carpool vehicle parked or entering carpool from the parking lot of the business next door, you will not be permitted into the carpool lanes and will be asked to loop around again and your carpool number will be communicated to the school administration.
  - ❑ If you do get to the school earlier than your designated time, please park over in the Staples parking lot.
- ❑ Please obey all of the traffic laws when you are approaching the Maynard/Grande Heights intersection.
  - ❑ Red means STOP.
  - ❑ There is no standing or parking on Maynard Road.
  - ❑ Please wait your turn to make the turn (either left or right) from that intersection. Do not turn right on red. You block available spaces for vehicles coming straight across from Staples or turning left on a protected left turn light.
  - ❑ Please do not “block the box”. It is very dangerous to be stuck in the middle of a busy intersection when cross traffic has the right-of-way.
- ❑ Please be respectful and courteous to the people helping out at carpool. They are parent volunteers, just like you, and show up all year in the blazing heat, bitter cold, and during storms to make sure carpool runs smoothly.
- ❑ PLEASE NOTE: the lanes are numbered 1-4, with Lane #1 being closest to the school. No one knows why. 😊