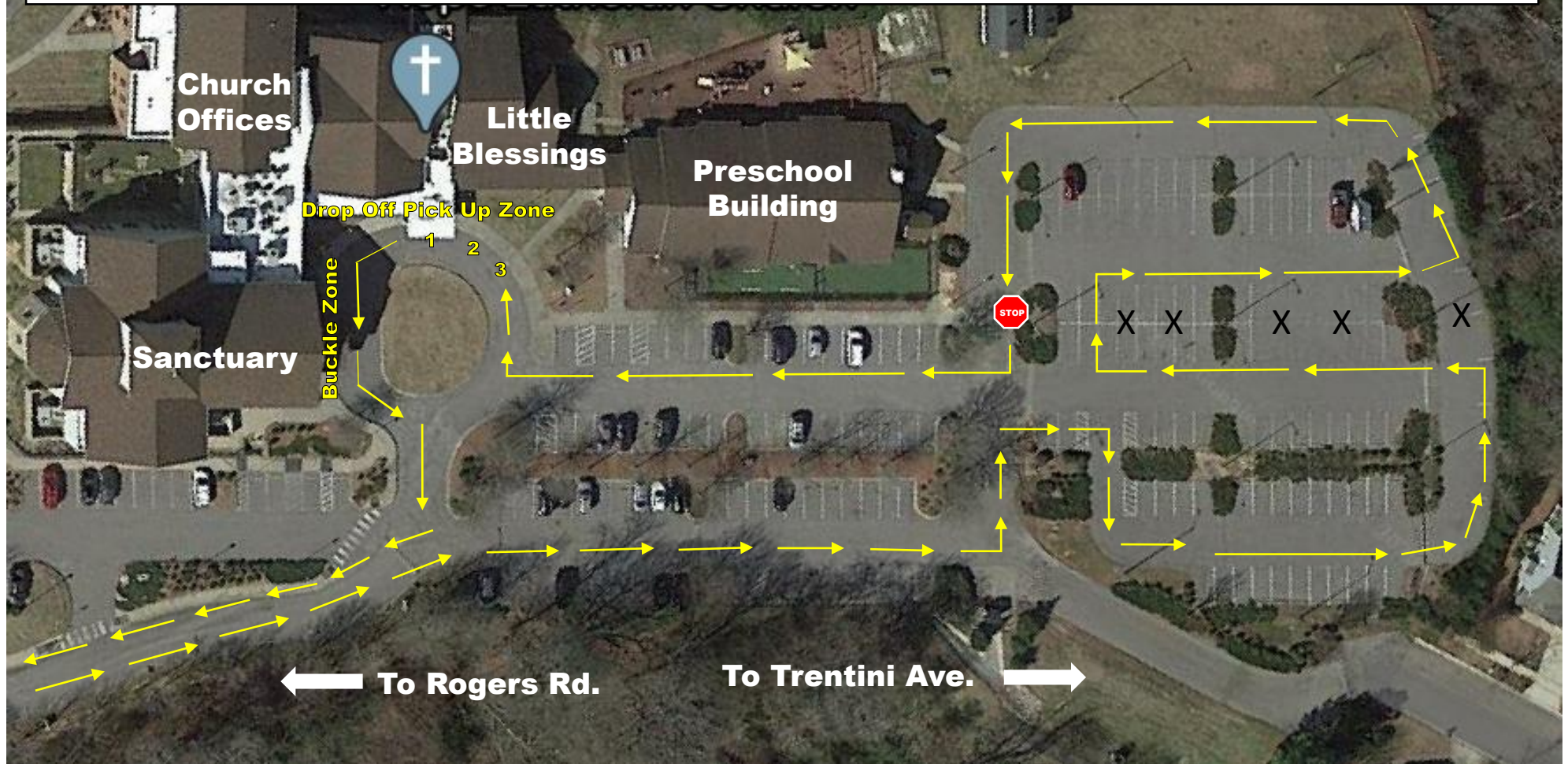


Hope Lutheran Preschool Carpool Diagram – Summer Expressions



Please familiarize yourself with this Carpool diagram and the instructions on the following pages **BEFORE** the first day of Summer Expressions. Please refer to our Early & Extended Care instructions if your child is in Early and/or Extended Care. If you have any questions prior to school beginning, please call or email the Preschool office at 919-453-0388 or preschool@hopelutheranwf.org. This is a new process for some, so please be patient. Thank you!

GENERAL CARPOOL INSTRUCTIONS

- **For everyone's safety, cell phone use is not permitted when in the carpool line.** We will not load or unload your child if you are on your phone.
- **For everyone's safety, passing and/or going around another car is not permitted.** Once you enter the carpool lane you will have to follow the traffic pattern until you can safely exit the parking lot.
- **Please enter and exit from Rogers Rd,** as this helps with traffic flow.
- **Traffic is single file,** following the pattern through the parking lot until you reach the stop sign.
- At this point, **you will wait at the stop sign until you are waved forward by a staff member.** Continue to follow the diagram to the front circle where you will drop off and pick up your child.
- **Please be sure your carpool tag is hanging from your review mirror or attached to the passenger side visor,** where it is easily visible from the outside. If you have 2 different tags, display one on the mirror and one on the visor.

CARPOOL DROP OFF – 8:30AM-8:45AM (Please do not arrive for carpool prior to 8:15AM):

- **All traffic is single file for the entire carpool route.** Follow traffic until you reach the stop sign. Once carpool begins, you will turn right, so you can continue into the circle for drop off.
- Follow traffic until you reach the Drop Off/Pick Up Zone in the circle drive, and pull into spots 1, 2, or 3, as indicated by orange traffic cones. A staff member will help your child from the car and escort them to their class spot, where one of their teachers will be waiting to escort them into the building or to the playground.
- Once you have dropped off your child, please continue around the circle and keep right to exit onto Rogers Rd.

****Please Note: If you arrive to drop your child off after 8:45AM, please park your car in the parking lot and walk your child to the front door of the preschool. Please do not park in the circle, as it is being used by another program until 9:00AM. ****

CARPOOL PICK UP – 12:00PM (Please do not arrive prior to 11:45):

- **All traffic is single file for the entire carpool route.** Follow traffic until you reach the stop sign. Once carpool begins, you will turn right, so you can continue into the circle for pick up.
- Follow traffic until you reach the Drop Off/Pick Up Zone in the circle drive, and pull into spots 1, 2, or 3, as indicated by orange traffic cones. A staff member will bring your child to the car and help them into their seat. Due to liability issues, we are not allowed to buckle your child into their seat. You will need to pull forward to the Buckle Zone and finish buckling your child.
- Once you have buckled your child, please continue around the circle and turn right to exit onto Rogers Rd. You will need to turn right in order to keep traffic flowing.

****Please Note: Our carpool begins at 12PM. If your child hasn't been picked up and there are no more cars in line, we will bring your child inside. You will need to park in the parking lot and come to the front door of the preschool to pick up your child. Please be in line at 12PM when carpool begins, as some days carpool goes very quickly.****

EARLY CARE DROP OFF INSTRUCTIONS

- **Early care drop off is between 7:00AM and 8:15AM.** If you arrive after 8:15AM you will need to join the carpool line to drop off at 8:30AM.
- When you arrive for Early Care, **please park in our parking lot and have a parent or other adult walk your child to the front door of the preschool** (please do not park in the circle). A staff member will meet you at the door to escort your child into the building.

EXTENDED CARE PICK UP INSTRUCTIONS

- **Extended Care Pick up is between 12:30PM and 5:00PM.**
- When you arrive to pick your child up from Extended Care, **please park in our parking lot and have a parent or other adult come to the front door of the preschool with your carpool tag.** Please do not park in the circle to pick up your child.
- A staff member will check your tag and then collect your child and their belongings from their classroom and bring them to the door.