

## 2023-24 EF Elementary Car Rider Guidelines

Please keep the following procedures in mind for our car rider line as we begin the new school year. Remember that the safety of our students is our top priority. **The traffic congestion will improve if you wait to get to the elementary between 3:15 and 3:30 the first couple of weeks. Please consider this if your child is a car rider.**

### Morning Drop-Off:

- Our parking lot is one-way; please enter at the east end of the parking lot, come through the parking area in a **single line**, and drop your child(ren) off in front of the side door at the west end of the building. Exit the parking lot at the west end.
- There will be three staff members letting students out of cars. Pull forward to the next available spot. Please have your child(ren) ready to get out of the car as soon as you stop the vehicle.
- Children should unbuckle themselves or you will need to unbuckle them.
- **ALL students not riding the bus in the mornings will be dropped off this way after the first 3 days of school.**

### Afternoon Pick-Up:

- Car riders will be taken to the cafeteria at 3:15 p.m.
- Enter/exit the parking lot in the same direction as the morning. A double line through the parking area forms in the afternoons.
- A staff member will begin forming the dismissal list and will relay the first 15-20 names to the cafeteria beginning at 3:20 p.m.
- As their names are called, students will proceed to the area of dismissal under the awning where others on duty will get them lined up for efficient pick up. There will be four staff members loading cars. Please pull forward to the next available space.
- Please display an EF car rider tag that will be distributed at Meet the Teacher or the first week of school. If you have NOT completed the online car rider form, please email [karoos@efisd.org](mailto:karoos@efisd.org) and include the child(ren)'s name(s) you will be picking up.
- All students who do not leave on the bus or go to Boys and Girls Club will be picked up in this way; parking and walking up to pick up students from the car rider line will not be allowed.
- Please remember that the car rider line will move more slowly at the beginning of the year. Please be patient and help to make our pick up line as safe as possible.
- Any student not picked up by 3:45 p.m. will go to the office area and the parent will need to come in the school to pick them up at this time.

For any change in after school pickup, students must be sent with a note from parent(s). In an emergency situation ONLY, you may call the school to let us know this; however we will need to know before 2:00 p.m. in order to let your child's teacher know of the change..