

TRINITY PRESBYTERIAN PRESCHOOL

CARPOOL PROCEDURES

- There is a **single** carpool line. Please pull up past the awning to the orange cone.
- All vehicles must be put in **park** before we will escort a child to or from the car.
- **Please remain in your car in the carpool line.**
- All children must remain buckled in their car seat until they are escorted from the vehicle.
- **Children 40 pounds and under must be transported in a car seat.**
- All children will be placed in the back seat of a vehicle at afternoon carpool.
- Drivers need to pull forward to the handicap parking spaces on the **right** next to the grass to buckle in children.
- Please leave promptly to keep the line moving efficiently.
- Children **will not** be placed in a vehicle when the driver is using a cell phone (hands-free devices included). The driver will be required to go around the church and get back in the carpool line when they are not distracted by a phone call.
- Good communication is essential in providing a quality program. However, carpool is not the time to address questions or concerns about your child. **We do not discuss issues in front of a child.** The teacher will be glad to schedule a conference to talk with you.

We appreciate your assistance in implementing these carpool procedures to ensure the safety of our students. Please give this information to all parties responsible for dropping off or picking up your child.