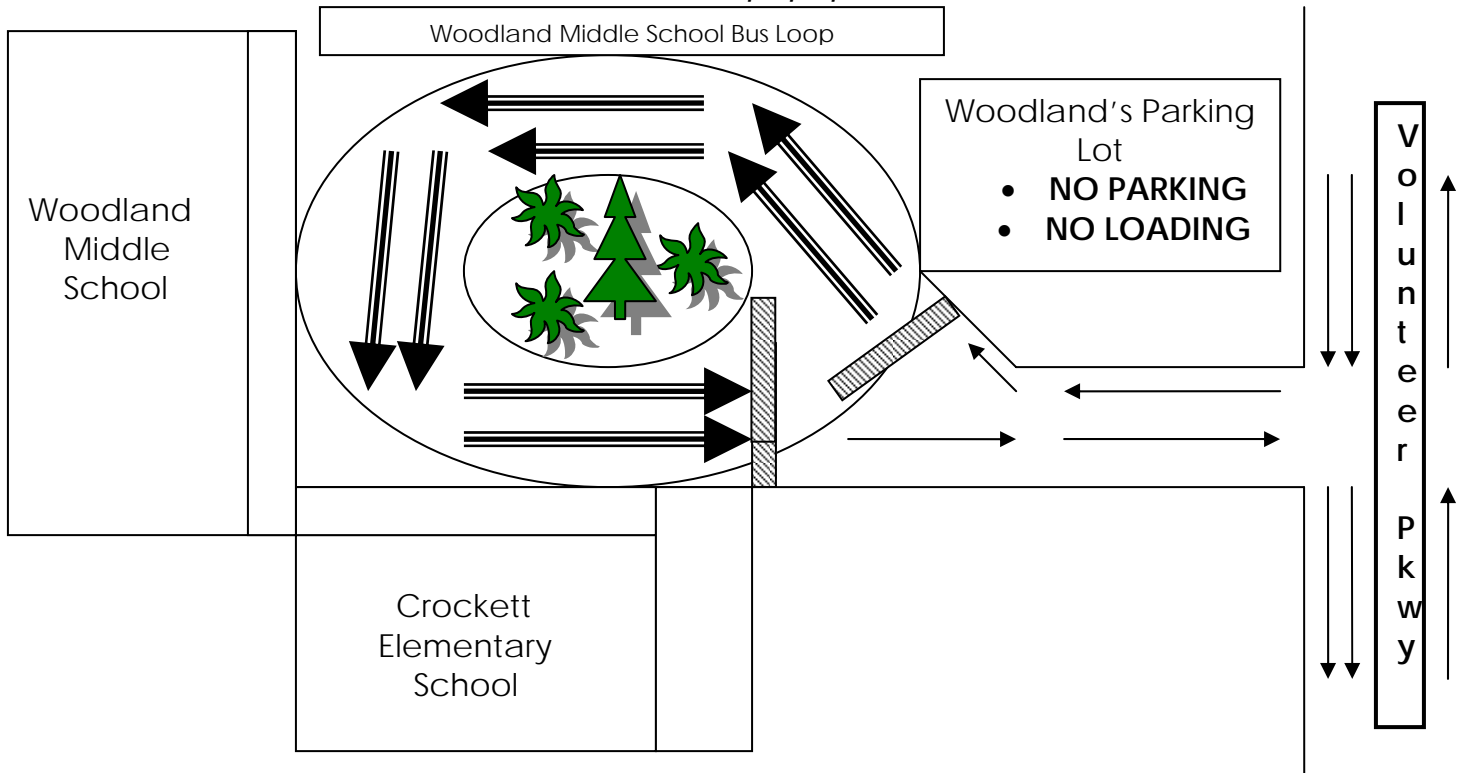



**Crockett Elementary Dismissal
Upper Loop-3:35PM
Woodland Middle School Bus Loop
Grades 2, 3, 4, 5**



Dismissal Procedures

- Each family will receive a Crockett Elementary School car tag to hang from your rear view mirror in your car. **This must be displayed at all times when picking up students. For the safety of all students we will not release children to cars without one of these car tags. You will be asked to park and come inside to verify dismissal.** (Contact the office if you need more than one tag) **We appreciate your patience as we initiate this new process.**
- **Individuals** picking up 2nd, 3rd, 4th, and 5th grade students in the afternoon are required to form **two** lines, as shown in the diagram above, in the **Woodland Middle School Bus Loop**.
- Drivers should pull forward completely as directed. **All cars must be turned off.**
- Individuals picking up students **must remain beside the car** and the students will come to the car.
- Only the cars in the designated loading area  will be allowed to obtain students.
- If the student being picked up is **not** out at dismissal, the driver must circle around again to load with the next group.
- Once students are safely in the cars, a member of the faculty will dismiss the lines one at a time.
- **Do not change lanes.**
- After the first group of cars has left the dismissal area, all remaining drivers should **remain in the cars** and proceed forward until directed to stop and turn off engines.
- **DO NOT TURN AROUND IN THE DRIVEWAY.**

***The dismissal process takes less than 15 minutes. Please follow these procedures for the safety of the drivers, faculty, staff, and most of all **the students**. ***