LIPSCOMB ELEMENTARY
CAR RIDER DISMISSAL PROCEDURES

The number one priority is to make sure children get safely into cars.

There are two car lanes that circle the parking lot in front of the building.
To exit school grounds and turn LEFT, use left lane when possible.
To exit school grounds and turn RIGHT, use right lane when possible or Civitan lot.

1. The first car in each lane: please stop at the designated lines facing Lipscomb Drive.
2. All cars in the loading zone: please turn off the engines.
3. Please escort students from the front of school to your car in the loading zone.
4. If your car is in the no loading zone, please wait in your car for the line to proceed.
   Students will not be allowed to get in cars that are in the no loading zone.
5. When all cars in the loading zone are ready, staff will signal them to exit.
6. The next set of cars moves forward, and the procedures repeat.

Please do not park your car in the lanes or the parking lot to look for your child. If you need to enter the building for other purposes, please use the parking lot.

[Diagram of the dismissal procedures and lanes]

- STOP -
- Turn off Engines