

2021/22 School Year



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Carpool Procedures Starting August 2021

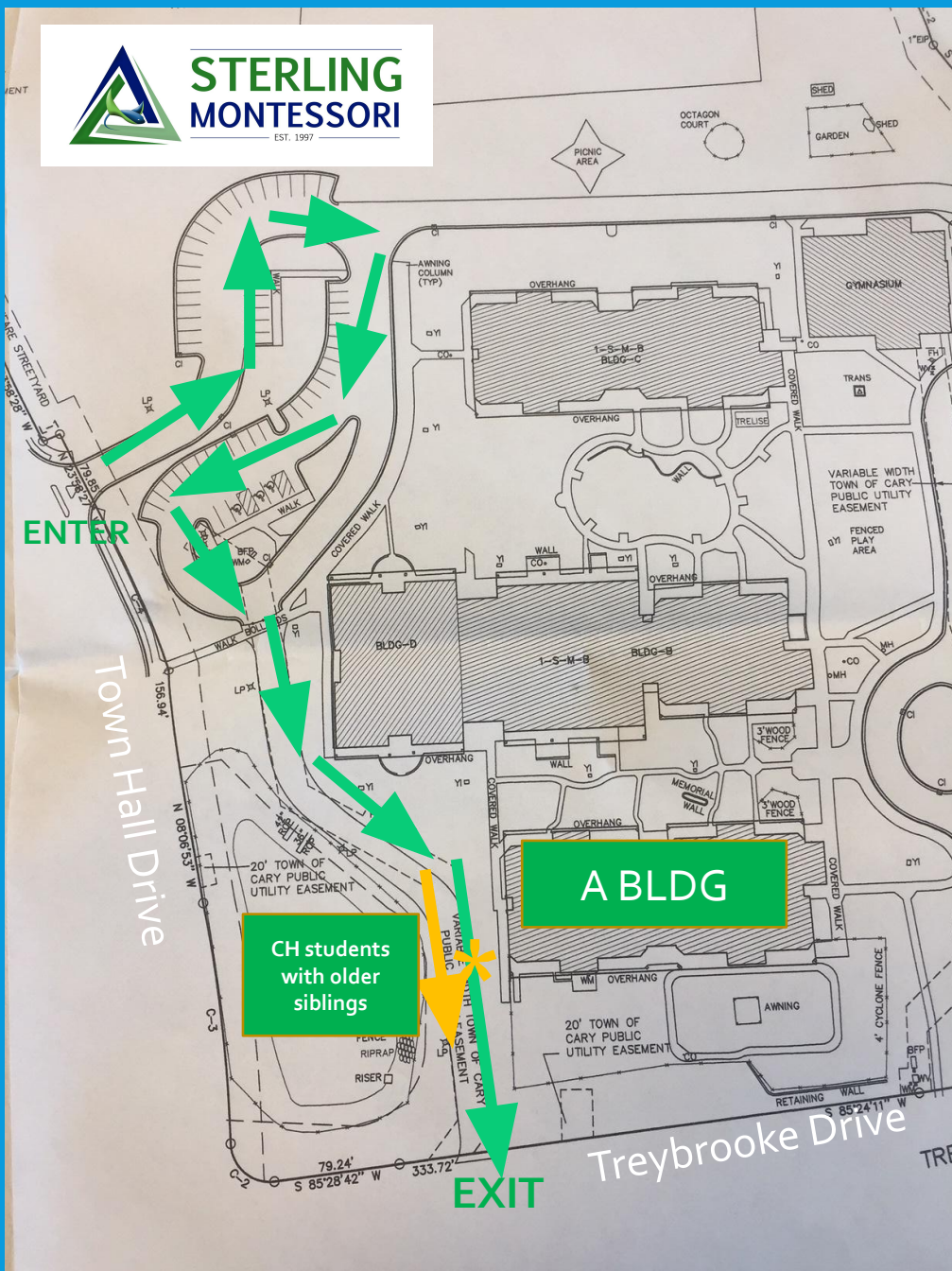
New Carpool Procedures for 2021/22 School Year

- Carpool area will be dependent on your **YOUNGEST** child's level. Please see the **appropriate section** to review procedure - there may be **different procedures for arrival and dismissal**.
- Please make every effort to be **ON TIME**.
- Carpool Arrival for all PK-8th grade is from 8:30-8:50am.
- **LATE ARRIVALS:** K-8th families arriving **after 8:50am** must park in the **MAIN PARKING LOT**, go to the **MAIN OFFICE** to sign in, and **the parent and the student** will go directly to your classroom's patio door. All **preschool students** will go directly to class.
 - Park in a space; do NOT use the FIRE LANE.

CHILDREN'S HOUSE ARRIVAL OVERVIEW

All Children's House students will use the **GREEN CARPOOL LANE** for **ARRIVAL** and will **PARK** in the Treybrooke parking lot and walk to the classroom patio door for **DISMISSAL**. You **MUST** place your carpool tag on the dash of your driver side during carpool.

- For Arrival, use the **Town Hall Drive** to the back parking lot and fire lane (see map on next page)
- Arrival is between 8:30 and 8:50am.
- Staff members will escort your child from their car to the A-building. Please have children exit the car from the **DRIVERS SIDE**.



1. ENTER STERLING THROUGH TOWN HALL DRIVE
2. FOLLOW THE PARKING LOT ARROWS AROUND THE BACK PARKING LOT TO THE FIRE LANE BEHIND THE A BUILDING
 - PLEASE NOTE, THIS IS A ONE WAY ROAD
 - THIS PROCESS WILL HANDLE CARPOOL OVERFLOW AND ALLOW FOR EASE OF DROP-OFF
 - Please have students exit the vehicle on the sidewalk side.
3. ONCE THROUGH CARPOOL, PROCEED TO EXIT ON TREYBROOKE DRIVE **You can only turn RIGHT when exiting back onto Treybrooke Dr.

CHILDREN'S HOUSE DISMISSAL

Dismissal for CH will be at the CLASSROOM PATIO DOOR. Dismissal will begin at **3:15pm** and ends at **3:30pm** for PK3, PK4 and Kindergarteners.

- Parents/guardians will **park** in the **Main Parking Lot** (off Treybrooke) and walk to their student's **PATIO DOOR** for dismissal.
- Please be sure to bring your carpool tag with you.
- If late, your child will stay with a designated staff member until you arrive. Late fees will apply, with no exceptions.

CHILDREN'S HOUSE DISMISSAL – FOR PK & K WITH OLDER SIBLINGS

- Once parents/guardians have picked up their Children's House student, proceed to the carpool area at the **Main Parking lot** (off Treybrooke Dr.), **show your carpool number** to a staff member who will call for the older siblings.
- Older students will be **dismissed to the carpool area**, and the family will walk together back to their parked car.

Children's House students must be picked up prior to the release of the older siblings.

LOWER ELEMENTARY ARRIVAL & DISMISSAL OVERVIEW

All LE students will use the **BLUE CARPOOL LANE** for arrival and departure. You **MUST** hang your carpool tag on your rearview mirror during carpool.

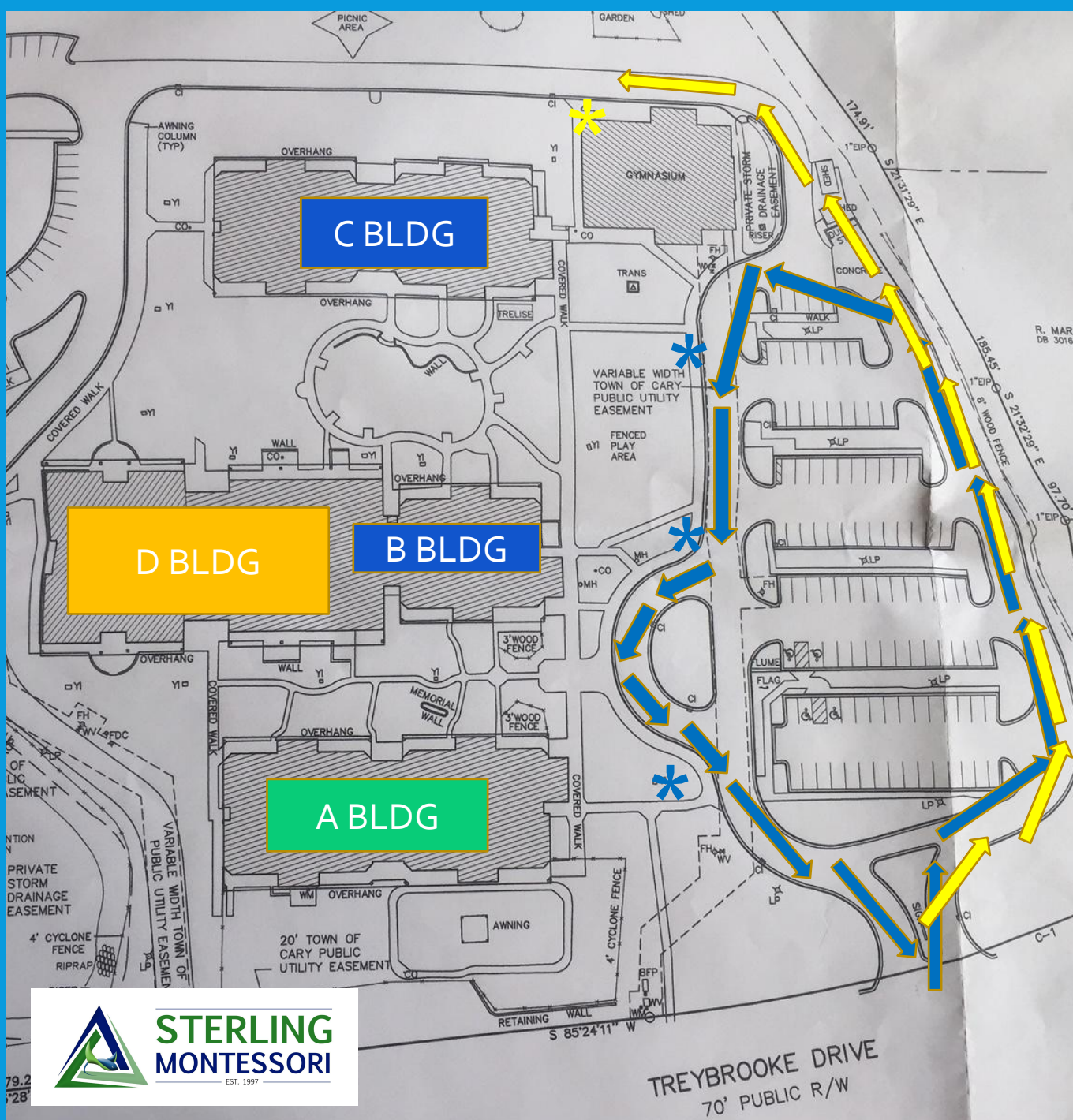
- Use the **Treybrooke Drive** (see map) to the main parking lot to the front circle. Drop-off zones are at the front of the circle, the end of the circle and the sidewalk in front of the fence.
- Arrival is at 8:30am. Dismissal is between 3:30-3:45pm.
- **LATE ARRIVALS:** Families arriving **after 8:50am** must park in the **MAIN PARKING LOT**, go to the **MAIN OFFICE** to sign in, and **the parent and the student** will go directly to your classroom's patio door.

Lower Elementary Arrival & Pick-up follow the **BLUE CARPOOL LANE**

- Use the **Treybrooke Drive** to the main parking lot to the front circle.
- Drop-off zones are at the front of the circle, the end of the circle and the sidewalk in front of the fence.
- Please have students exit the vehicle on the sidewalk side.
- Arrival is at 8:30am. Pick-up is between 3:30-3:45pm.

ADDITIONAL MORNING DROP-OFF OPTION (**LIGHT YELLOW**):

- We will have a secondary drop-off option by the Sports Court for LE students with younger siblings. This is **ONLY FOR MORNING ARRIVAL** - Dismissal will be in the front parking lot off Treybrook Dr.



UPPER ELEMENTARY AND MIDDLE SCHOOL ARRIVAL & DISMISSAL OVERVIEW

All UE and MS students **without younger siblings** will use the **YELLOW CARPOOL LANE** for arrival and departure. You **MUST** hang your carpool tag on the rearview mirror during carpool.

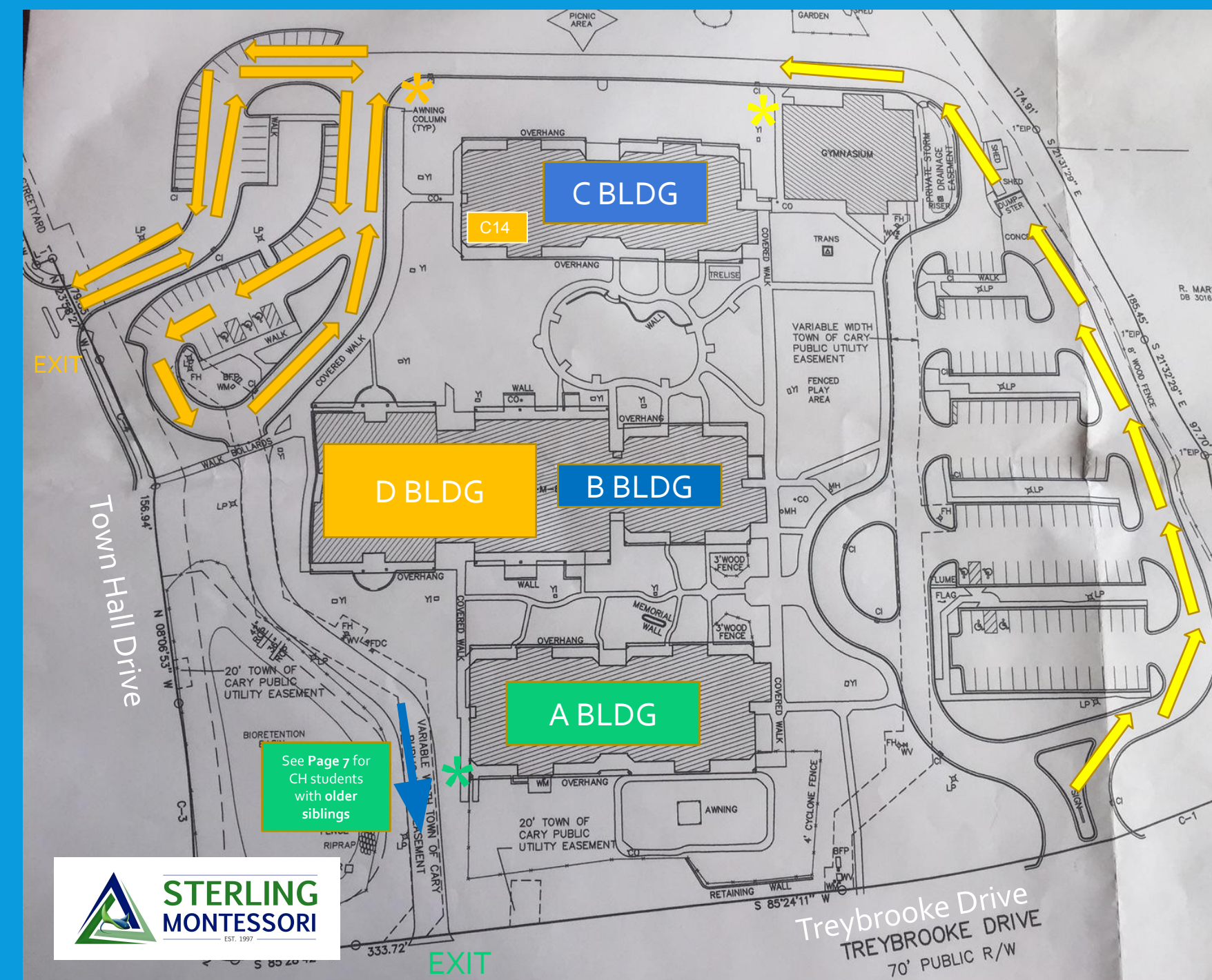
- Use **Town Hall Drive** (see map) to the back parking to the loop.
- Arrival is at 8:30am. Pick-up is between 3:30-3:45pm
 - We offer a secondary drop-off location for the morning behind the Sports Court (see next page). To use, enter through Treybrooke Dr. and use the back fire lane - **ONLY FOR MORNING DROP-OFF**
- **LATE ARRIVALS:** Families arriving **after 8:50am** must park in the **MAIN PARKING LOT**, go to the **MAIN OFFICE** to sign in, and the parent and the student will go directly to your classroom's patio door.

Upper Elementary and Middle School Arrival and Pick-up follow the **YELLOW CARPOOL LANE**

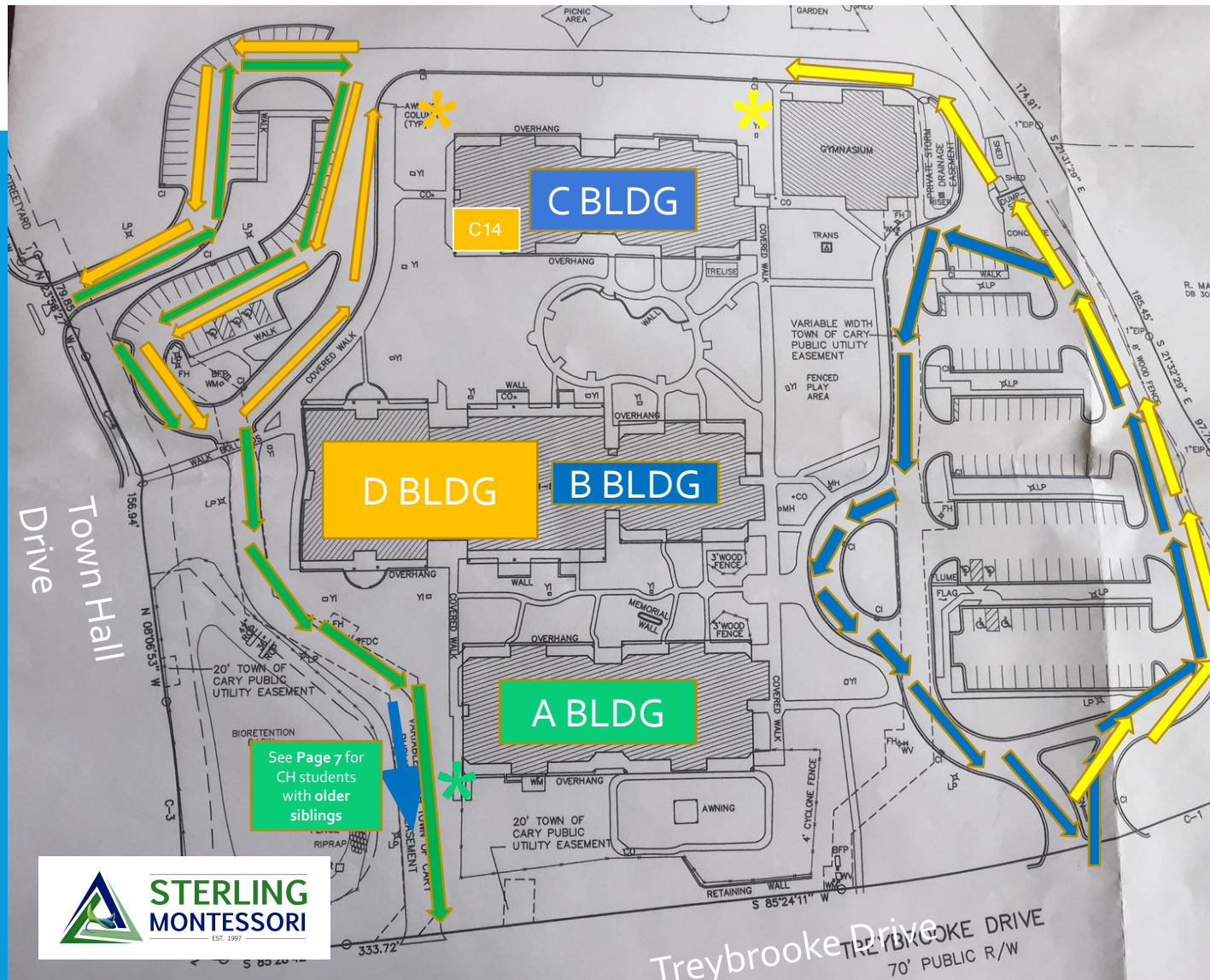
- Use Town Hall Drive entrance to the back parking lot
- Pick-up on the sidewalk outside of the "C" building.
- Arrival is at 8:30am. Pick-up is between 3:30-3:45pm.
- Please have students exit the vehicle on the sidewalk side.

ADDITIONAL MORNING DROP-OFF OPTION (**LIGHT YELLOW**):

- We will have a secondary drop-off option by the Sports Court for US/MS students with younger siblings. This is **ONLY FOR MORNING ARRIVAL** - Dismissal will be in the Town Hall parking lot.



APPENDIX: All Sterling Carpool Routes for 2021



NOTES:

- **GREEN** CH carpool route only applicable for morning drop-off
- **BLUE** LE carpool route
- **YELLOW** UE/MS carpool route
- **LIGHT YELLOW** carpool route is only available for morning drop-off for LE/UE/MS (AM carpool ONLY)