



2016 GMS CARPOOL INSTRUCTIONS

The following procedures were developed in the interest of safety of students at Glasgow Middle School during daily pick up. Students are dismissed in two separate carpool groups according to STUDENT'S last name.



"A-M" students are found in the **RIGHT** carpool lane. These students are closest to the school building. Drivers for these students must remain in the **RIGHT** carpool lane. If you are mistakenly in the left lane, you will have to make the loop and come back around to pick up your student. We will not allow students to cross the carpool lines.

"N-Z" students are found in the **LEFT** carpool lane. These students are closest to the parking lot. Drivers for these students must remain in the **LEFT** carpool lane. If you are mistakenly in the right lane, you will have to make the loop and come back around to pick up your student. We will not allow students to cross the carpool lines.

- **All cars in each lane are dismissed at once to ensure smooth flow of the carpool lane.**
- **Parents may not encourage children to walk across carpool lanes or into the on street parking lots.** This rule is in place to ensure safety of the children moving through carpool.
- **Be a follower.** Please follow the car in front of you in the carpool line and watch for the carpool assistants.
- **Be courteous and safe!** Please do not talk on your phone when driving through the carpool line. We want to protect the staff directing carpool.
- **Be on time.** Children should be picked up by 2:50 p.m. daily. If you have an emergency and will be late to carpool, please notify the school at **225-925-2942**.
- **Allow staff on duty to supervise carpool.** While we are most interested in communication with families, the staff on duty during carpool will not be available for discussions during these critical time periods. Their focus must be on ensuring the safety of the children during carpool.

