

Woburn Street School

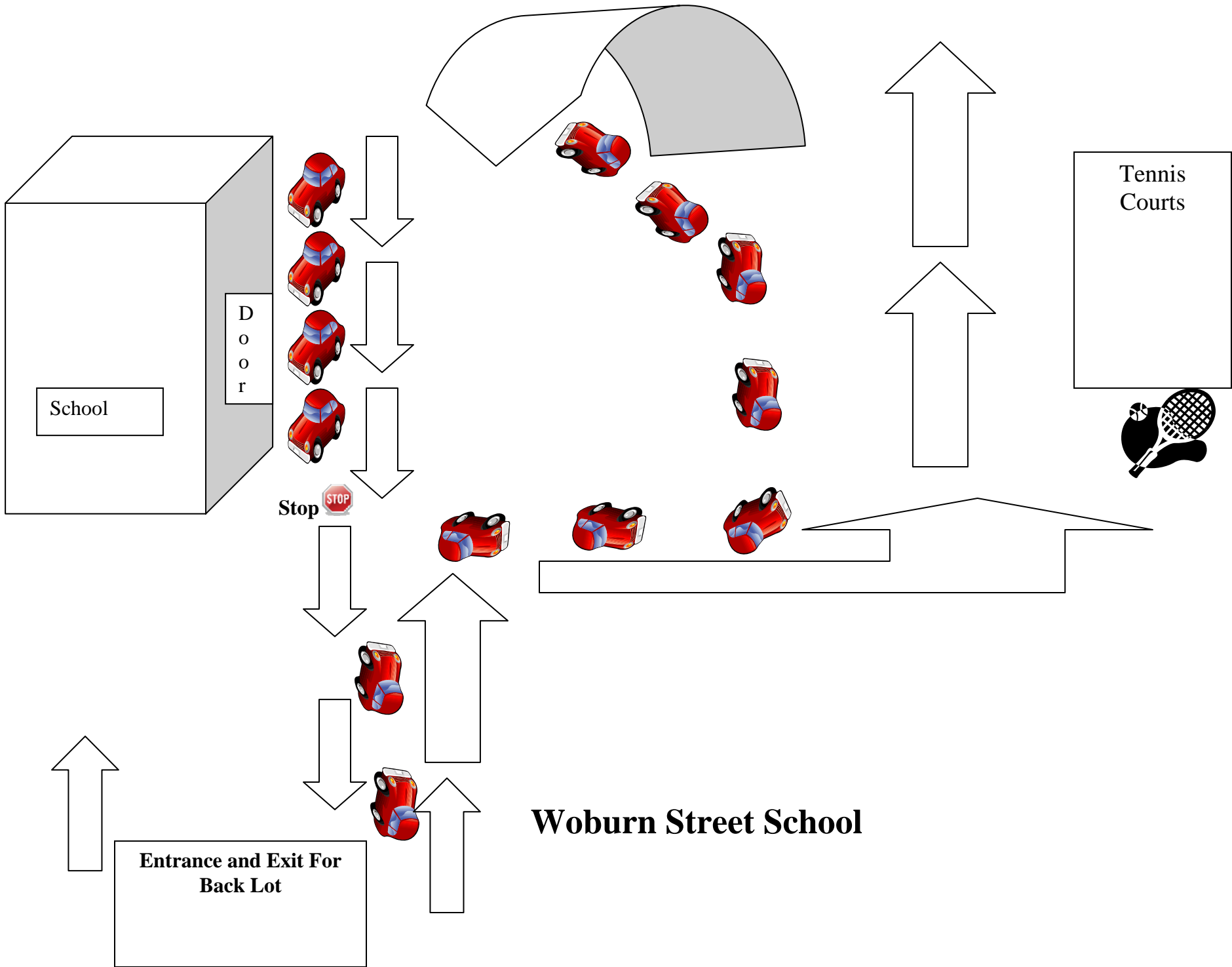
Morning Car-Riders Procedures



Dear Parents:

As part of our ongoing effort to ensure student safety and building security, we ask that you adhere to the following car-rider procedures.

- **Staff supervision is not provided until 7:55 AM. Please do not drop off children before 7:55. Wait till you see a staff member open the doors for students to enter.**
- **The car rider door will only be open until 8:20. After 8:20 and the doors are closed, cars should pull to the front of the building for drop off. If your child is entering later than 8:20, you must accompany them into the building, check in the office and sign them in.**
- **The car rider door will be locked after 8:20 for security purposes.**
- **All cars should form a line that circles around and pulls up to drop off at farthest corner of building closest to the exit. The goal is to fit 4 cars in a row and have students all exit as to move traffic along in a safe manner.**
- **The students will then enter the building and go directly to the cafeteria or their classroom.**
- **We ask that you not park in the middle of the lot unless you have a meeting with a teacher. Parents must enter and sign in through the main doors not the side doors.**
- **Children are allowed to go to their classrooms at 8:05 thus allowing them to prepare for the day. Students are late after 8:20 AM.**
- **Your cooperation with following these procedures is, as always, greatly appreciated.**



School

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Stop



Tennis
Courts



Entrance and Exit For
Back Lot

Woburn Street School

Afternoon Car-Riders Procedures



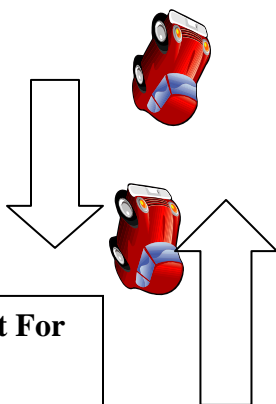
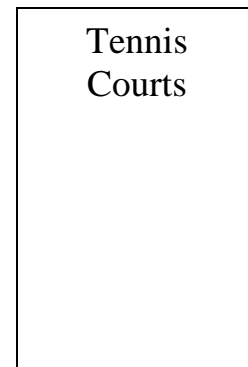
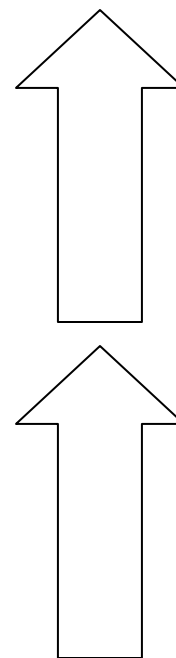
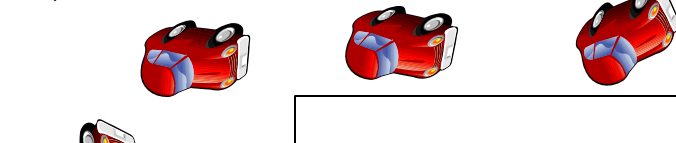
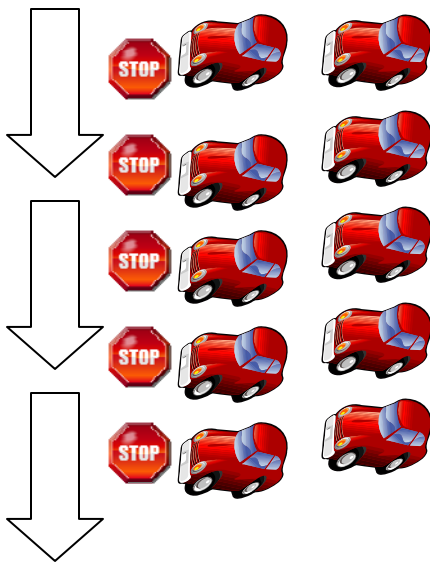
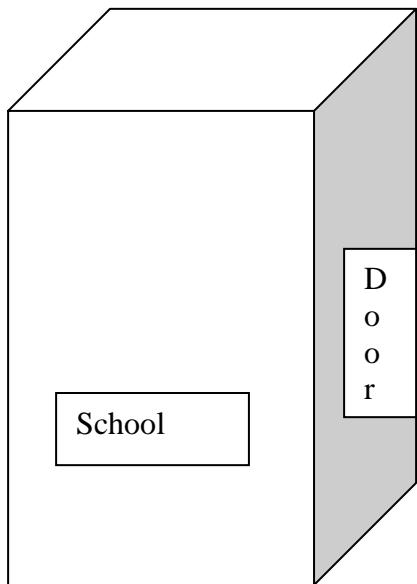
Dear Parents:

As part of our ongoing effort to ensure student safety and building security, we ask that you adhere to the following car-rider procedures.

- **Please use the diagram on the back to help guide you.**
- **You should enter the parking lot and line up as outlined.**
- **Students will leave the building at dismissal time at 2:25 and line up at the designated area as shown on diagram.**
- **The children will be told that if their car is in the front row, they may proceed to their car. NO CARS SHOULD BE MOVING UNTIL THE TEACHER GIVES THE OK TO GO.**
- **Children are not allowed to walk around the lot. They may only proceed if they see their car in Row 1.**
- **Once Row 1 cars are filled, the rope will be raised and those cars will be released. Now cars in Row 2 can move forward and the procedure will be repeated until all children have been dismissed.**
- **We ask that parents do not wave children to their cars as this could cause confusion if the teacher has not deemed it safe yet.**
- **Parents are encouraged to stand next to their car, so that their child can see them.**

Your cooperation with following these procedures is, as always, greatly appreciated.

Children are in a straight line from corner of building.



**Entrance and Exit For
Back Lot**

