

Important Carpool and Visitor Information for the duration of New Foyer Construction

To make progress in the construction of the new, high-security entrance, it is required that we rearrange traffic flow and the entrances to our building.

Construction is expected to continue throughout the fall. We wish to clearly explain the changes to avoid as much confusion as possible. Please be patient with us...and fellow parents...as we transition.

Read on for more information...



ELCA receptionist, Mrs. Vicki Martin, is stationed inside the **North Portico** entrance (A). This is traditionally known as the elementary entrance. It is near the playground and gym entrance.

DURING THE SCHOOL DAY

For general traffic, visitors, and the checking-in/out of students **during the school day**, entry to the building will take place at the North Portico (A). **Exception: High school student drivers** may enter and check-in at the high school entrance (B) during the school day.

There is NO PARKING along the curb at any time in the North Portico zone (E). All parents and other visitors must park in a proper parking space.

Parking is allowed in the North Portico zone (E) **between 7:00AM and 7:30AM for preschool early arrival only**. Parents and other visitors may park in the North Portico zone (E) **if arriving after morning carpool (after 7:55AM)**. This will be a 5-minute parking zone until 6:00PM daily.

Parking is available in the Lower Lot (F) until 2:45PM and after 3:30PM. Afternoon carpool for grades 1 through 5 is in the Lower Lot (F), therefore there is no parking in the Lower Lot (F) between 2:45PM and 3:30PM.

MORNING CARPOOL

High school morning drop-off will remain at the high school entrance (B).

Middle school morning drop-off will remain at the middle school entrance (D).

Elementary – Kindergarten through 5th grade morning drop-off will be at the North Portico (A).

Early Learning Academy (PreK) will enter via the Lower School Wing entrance (C) to sign in between 7:30AM and 7:55AM. **Early Care for Preschool** – Students will be brought inside to sign-in via the North Portico (A). Five-minute parking is allowed in the North Portico zone (E) **prior to 7:30AM for preschool early arrival only**.

PRESCHOOL MID-DAY CARPOOL will remain at the North Portico (A).

AFTERNOON CARPOOL

Afternoon carpool will operate as usual, **with no changes**, for all students in kindergarten through high school.

Afternoon carpool for grades 1 through 5 is in the Lower Lot (F), therefore there is no parking in the Lower Lot (F) between 2:45PM and 3:30PM.

Early Learning Academy (PreK) will enter via the Lower School Wing entrance (C) to sign out. **ELA Late Pick-Up:** If arriving after 3:00PM, preschool parents should park in the **North Portico zone** (E) and enter via the North Portico (A) to sign-out the student (with the exception of days when indoor carpool is necessary). Parents must park in the Lower Lot (F) on days when indoor carpool is necessary.

AFTER SCHOOL ENRICHMENT PROGRAM

ASEP pick up procedures will remain the same. All students must be directly supervised after school by a teacher, coach or the After-School Enrichment Program. Students who remain at school past 3:30PM and are not involved in a supervised activity, help-class, or sport, should be picked up via the North Portico (A) where the parent or guardian will enter and check out the student from the ASEP desk.

Parking spaces in the North Portico Zone (E) will be reserved for 5-minute parking daily until 6:00PM. **Parking along the curb in the North Portico Zone (E) will NO LONGER BE ALLOWED at any time. All parents entering the school to check-out students must park in a proper parking space.**

Thank you for your patience! It's an exciting time to be a CHARGER!

