

ASSUMPTION SCHOOL CARLINE PROCEDURE (2:55 PM PICK UP)

- Enter the schoolyard by the driveway between the convent and school.
- Form lines beginning close to the fence in order of arrival facing the church hall (refer to diagram below)
- First car in each line must stop even with the end of the school building.
- A signal will be given by a staff person for the first line near the fence to move into the driveway between the rectory and school for loading (5 or 6 car should be able to load at one time).
- As students are being picked up, **CELL PHONE USE IS PROHIBITED!**
- **Everyday there will be orange cones in the driveway and the schoolyard will be inaccessible until 2:50 PM.** At which time the driver in front of the cones will remove the cones and place them on the side steps of the school. **THERE IS NO NEED TO FORM A LINE ON GROVE STREET.** **Emergency vehicles; police, fire and ambulance, need to have access at all times.** Please do not double park in the street or block any driveway. This is our neighborhood policy for residents who live on Grove Street.

Please be sure to place a sign with the family name on the driver's side dashboard or windshield when picking up. This is very helpful to the teachers on duty at that time.

Thank you for your cooperation and patience in making this carline procedure work successfully!

