

MCS Carline Procedures & Info

Drop off

- Begins at 7:30...If you need anything earlier, please sign up for before school care (starts at 6:30)
- Only one line in the mornings (closest to the school)
- Please move forward to the flagpole and be patient
- Staff or a Safety Patrol will open your door on the passenger side
- *** Please do NOT send students out on their own***
- DO NOT LET STUDENTS OUT ON THE DRIVER'S SIDE
- Please make sure your child is ready before going through carline to streamline the exit process
- Thank you for your patience *please drive slowly and carefully!*
- No one may walk their child into the school building
 - *no parking and walking students across*
- Students need to be in their classroom by 8:00. We recommend being here by 7:45. Announcements are held at 7:55.
 - Staff goes inside at 8:00, so if you arrive at 8:00 you will have to park and sign student in. They will be considered tardy and given a tardy pass in the office.

Dismissal

Carline cards

- an 8.5 x 11" sign with: your child(ren)'s last name(s), grade level, and PIKMYKID 3-digit number(s)
- Please display in the front window where it can be easily seen from a distance until your child(ren) gets in the car
- PMK Carline cards will be distributed at orientation or on the 1st day if you are unable to attend orientation
- *Anyone picking up a student should be listed as an emergency contact in skyward



Take the long route

- Traffic should enter from the east of the school only
 - Come from Bahia Rd. where Curaleaf is on the corner of Maricamp so that you enter from the correct direction
 - You cannot enter carline from the West (Midway rd.) direction. No turning left into the loop.



- Do not cut in front of people who have been waiting by entering from Cedar Radial (the Murphy station/7-Eleven road)
- Move over to the side of the road to form a line, do not pass anyone
- Be patient, do not pass, and please proceed through the loop with caution
- Please move forward throughout the line. Do not stop in the middle or to let others cross unless a staff is directing the line to stop (EX. daycare students crossing). Otherwise, staff will wait until you are moved forward and stopped to cross back through traffic.
- Your student will be brought to you when the cars are moved forward & stopped.
- Please avoid holding up the carline and move forward through exit to turn right or left

Other details

- Staff will deliver your child(ren) to your car
- Students have to wait for a staff to take them to their car
- **Always have ID** (please don't be offended if asked to show id)

- Make sure your emergency contacts are on Skyward Family access
- Delegated pick up people in Pikmykid must also be on your skyward contacts
- Please be patient and always have your carline card displayed with the pikmykid 3 digit number
- If you have a change in your typical pick up, please send a note or message to the teacher in advance



○ contact the school via phone (352)687-2100.