

Wesley Chapel Elementary School  
Car Rider Procedures - Afternoon Pick-up

Parents must use the car rider visor provided by the school. This procedure speeds up the loading process.

**ARRIVAL AT SCHOOL FOR AFTERNOON PICK-UP:**

- Car Riders will be at the front of the school.
- Only the “Car Rider Lane” is used to pick up students.
- **Parents must remain in their vehicles.**
- Student’s name sign should be displayed in the front window.
- **Dismissal begins at 3:45 p.m.** (An After-School Program is available for parents who cannot arrive before 3:45 p.m.).
- Students exit the building through the front gate on the parking lot side.
- Please watch teachers on duty for traffic directions to ensure that all vehicles are loaded safely.
- Bus parking area and bus lane are NOT to be used for student pickup.
- Do NOT park or leave your vehicle in the “Car Rider Lane”.
- Proceed slowly toward the student-loading zone.
- Do NOT pass other vehicles in the “Car Rider Lane”.

**WAITING FOR RIDE:**

- Students will wait for their ride by grade level (posted on wall).
- Students may not leave their grade level area until their vehicle arrives.
- Students must watch for their car.
- Acceptable student behavior during car rider dismissal is expected – No yelling, screaming, running, or playing.
- Students will be called to a designated post (1-7) when their vehicle arrives.
- Student’s possessions (including snacks and games) must remain in their backpacks during car rider dismissal.

**LOADING VEHICLE:**

- See information above regarding students not in the loading area.
- Do NOT pass vehicles that are loading or unloading for any reason.
- Pay close attention to traffic directions so all students can load safely.
- Parents must have a car visor sign or you will have to go to the office for a new one.  
**Students will not be loaded without a sign.**

**DRIVING INTO AND OUT OF THE STUDENT LOADING ZONE:**

- Parents are required to drive through pick up lane to load a student.
- Students may not cross the “Car Rider Lane” to load in the parking lot unless accompanied by an adult.
- Do not pass another vehicle in the loading/unloading zone.
- Be aware of crosswalks. All students must be accompanied by an adult to cross.
- Proceed slowly.
- Observe and listen for any instructions delivered by school personnel.