

JELV Car Lane Guidelines & Procedures

- Car lane begins in front of Central Office (map on back) and is 2 lanes until reaching the stop sign.
 - Please do not change lanes. This will cause a delay in getting your student to your car.
- Each student is issued 2 car lane tags. Contact the office if additional tags are needed.
- Blocking intersections is strictly prohibited.
- To keep traffic flowing:
 - Keep eyes on the car in front of you
 - Move forward as quickly as possible
 - Refrain from cell phone use
 - Take turns when merging from double lanes to single lane beside JELV
- Walk-Ups are not permitted.

Arrival

Kindergarten & AM PreK: 7:25 AM - 7:55 AM
PM Prek: 11:30 AM - 11:40 AM

Arrival Checklist:

- Tag hanging from rear view mirror
- Student seated behind driver
- Student ready to exit car from **Driver's Side Only**

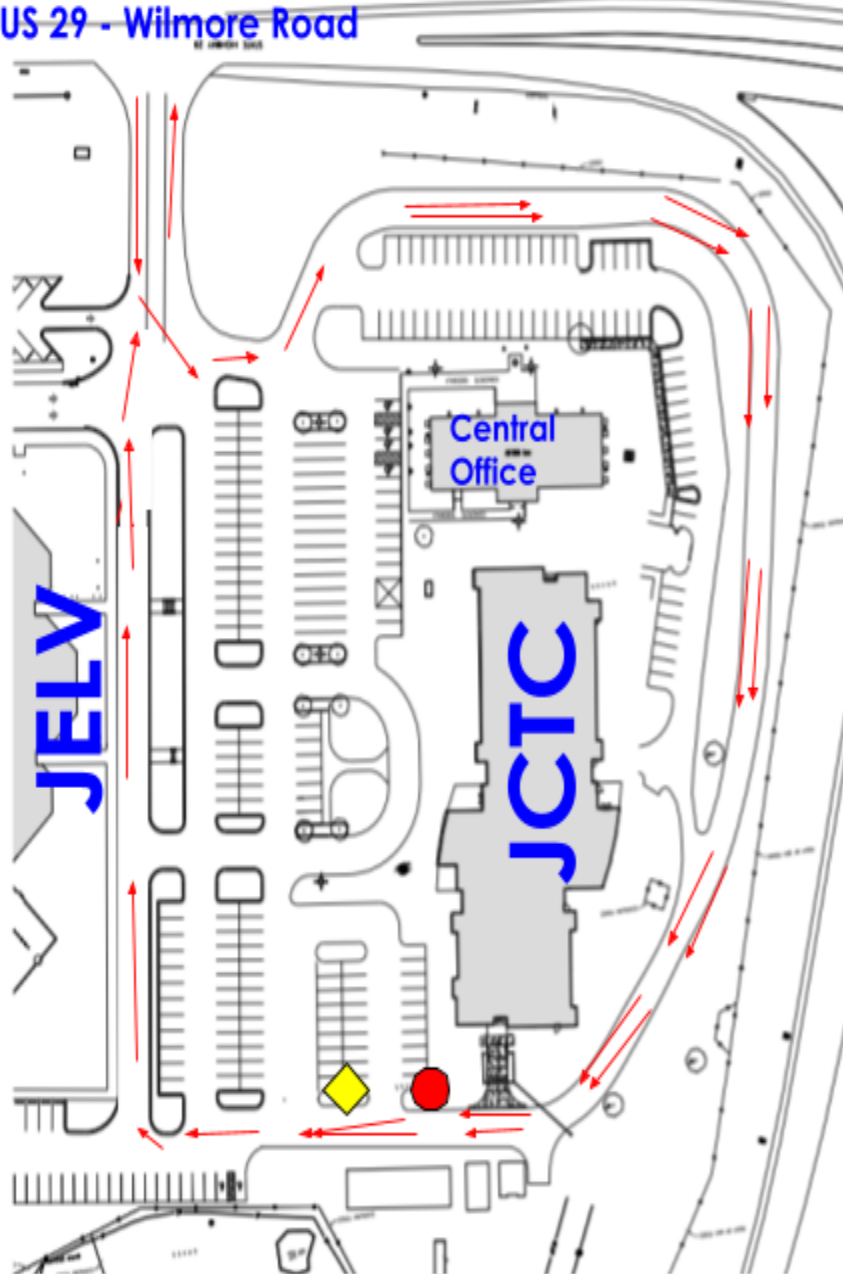
Dismissal

AM PreK: 10:45 AM - 10:55 AM
Kindergarten & PM PreK Dismissal: 2:35 PM - 2:55 PM

Dismissal Checklist:

- Tag hanging from the rear view mirror.
 - If you don't have your tag, a staff member will direct you to a designated parking space to wait until 2:55 PM for an ID verification check.
- Arrive **after** 1:45 PM. You will be directed to the lane beside JELV at 2:25 PM
- Rear Driver's Side Door ready for student to enter
 - Staff members will not buckle the child's seatbelt/car seat. If you need to assist your child, please move forward to the Buckle Zone.
- Check backpack after departing car lane

US 29 - Wilmore Road



**At arrival, cars will stop at the stop sign and wait until 7:25, when a staff member will release cars. Cars will merge into one lane and then enter the lane next to JELV.
**In the afternoon, cars should not arrive before 1:45 so that JCTC buses can use the lane. Once cars arrive, please wait at the stop sign until a staff member releases cars to move up at 2:25



Cars must merge from two lanes to one lane. Please take turns so that this can be done in a safe and organized manner.