

Please give this information to all who pick up car riders at Gretna Elementary.

WE NEED YOUR HELP!

Drivers of car riding students:

The safety of students and drivers at school and in our community is of utmost importance to us here at Gretna Elementary. It is important that you follow our procedures in the release of students from school. Your cooperation will be the key to its success.

Release Time: 2:56 pm

All students should be picked up no later than 3:15 pm

Please note: if you are picking up **more than one child**, you will need to pick them up at the **oldest child's scheduled time**.

For safety purposes, students should get in and out of the car on the **RIGHT** (passenger) **SIDE ONLY**. Car riders are expected to be able to get in and out of the car and buckle their seat belt on their own.

It is necessary to keep waiting cars out of the road to avoid being ticketed. The school staff and the PCS Transportation Department, as well the Gretna Town Police Department will closely monitor this situation.

The parent/guardian should complete the Car Rider Pass in large print with a marker and place it in the window of the vehicle.

The Car Rider Pass to Complete is on the back of this Instruction Sheet. Multiple student names and grades can be written on the same car rider pass.

The traffic pattern for picking up car riders:



Enter the GES parking lot by making a **right turn** from Franklin Blvd. and form a single line.

Gretna Elementary Car Rider Pass
2017-2018
Student Name:
Example: **John Doe**
Grade: **2**

REMINDER: All changes to a student's dismissal should be documented in writing to the homeroom teacher. For the safety of the children, changes should not be made by phone unless it is an emergency situation.

Gretna Elementary School



Car Rider
2017—2018



STUDENT NAME:

Grade:
