

Afternoon Car Line Procedures 2023-2024

Parents/guardians must provide written changes of transportation needs and should instruct their child to give the note to his/her teacher upon immediate arrival in his/her classroom. Teachers will collect all notes and send them to the office. If you need to make a change in transportation during the school day, please call the office by 1 PM (334-585-7080 ext. 0). **We will NOT be able to make dismissal changes after 1:00 pm.**

- PARENTS SHOULD NOT COME TO THE BUILDING TO PICK UP THEIR CHILDREN during dismissal.
- Parents will not be allowed to park their vehicle and walk to pick up the child due to safety and limited space. If you live in the neighborhood and your child is a walker, you may walk to pick your child up.
- Headland Middle School students will not be permitted to be picked up at Headland Elementary School. HMS students will need to be picked up at HMS.
- Please have the provided sign in the dashboard window. If the provided sign is not in the dashboard window, you will be asked to pull over and have your ID verified.
- If you have multiple children you are picking up, please pick up all of the children at the YOUNGEST CHILD'S grade location.
- Any child not picked up by 3:00, is subject to a \$25 EDP charge for the day and \$25 registration charge for EDP, if not already registered.

PreK pick up between 1:55-2:05 on PEACHTREE STREET. Traffic moves from North to South.

1st, 2nd, 3rd, & 5th PEACHTREE STREET 2:40-3:00

- 1st, 2nd, 3rd, & 5th grade students will be picked up on Peachtree Street from 2:40-3:00. Please note that on Peachtree Street, extended time parking is prohibited. Traffic moves from north to south. The line forms on Boynton Street. Please refrain from lining up until 2:35.

K & 4th MITCHELL STREET 2:52-3:00

- K & 4th grade students will be picked up on Mitchell Street from 2:52-3:00. Please note that on Mitchell Street, extended time parking is prohibited. Traffic moves from south to north. Please refrain from lining up until 2:45.
- To access carline, turn off CLEVELAND STREET on to Sparks Street (Left lane for elementary parents and right lane for high school parents.) you will turn LEFT on to MITCHELL Street.
- You will not be able to access the carline from Mitchell Street or from the other side of Sparks Street. You MUST turn off Cleveland Street on to Sparks Street on to Mitchell Street.