## 2.2 CARPOOL

Vanguard Academy has two carpool entrances, and two carpool exits.

The first entrance and exit is located at the southwest corner of the parking lot. Carpool drivers may enter the Vanguard lot through the southwest access. Drivers can follow the arrows that lead along the West side perimeter of the property and go to the North end of the building and exit out the middle lane on the North end of the building. They can enter that same entrance and proceed through the parking lot, following the traffic arrows right up against the fence next to the building, and exit out the same driveway they entered or they can follow the arrows along the West perimeter and exit through the middle lane, North of the building.

The second entrance is on the Northeast side of Vanguard. There are three driveways between Vanguard and Endeavor Hall. The driveway closest to Vanguard is Vanguard's ENTRANCE ONLY. There are two lanes designated for carpool. The lane closest to the building is for drop off and pick-up. The other is for passing and pulling into parking stalls. The middle driveway is the EXIT ONLY for both schools. The one closest to Endeavor Hall is Endeavor Hall's ENTRANCE ONLY.

Designated parking is available for parents and guests who wish to park and enter the building. (See map for traffic flow and parking designation.)

Vehicles must come to a complete stop before loading or unloading students. For safety reasons, students exiting vehicles should cross in front of the driver. Every effort should be made to maintain a safe and efficient process.

After exiting their vehicle, students should go directly to the sidewalk to enter the building through the main (north) entrance of the school. Drivers may drop students off and pick them up anywhere on the sidewalk along the west side of the building.

Parents may drop off students for the school day beginning at 7:30 a.m. All carpool policies must be followed at all times. Vanguard students are invited to wait quietly in the lunchroom, counseling center, or student commons area until the 5-minute warning bell rings (7:55 a.m.), at which time the students may go to their classrooms, ready for instruction. No students are allowed in the classrooms prior to the start of the school day without appropriate and approved adult supervision.

After school is dismissed, students should be picked up by their designated carpool driver no later than 20 minutes after class is dismissed, or when the last car in the carpool line finishes picking up students. If a carpool driver knows they will be later than the above times, due to extraordinary circumstances, we encourage them to call the office to inform the school no later than 15 minutes after school is dismissed. Vanguard does not provide carpool supervision beyond carpool ending time.

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