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Carpool Guidelines

- Our arrival & departure carpool times run from the designated start time until the last car in line, exact start times will be given by your child's BCBA based on your center schedule.
- If you need to drop off your child earlier than 9:00am, please ask us about our AM Peer Play option.
- If you arrive for drop-off after carpool line, we ask that you please park in a designated parking spot and walk your child in. Please do not block the entrance door as this poses a safety hazard.
- For departure carpool line times, if you are **(1) minute late** for pickup, a late pick-up **fee will apply of \$1 per minute past the hour/ designated carline or pickup time**. If you arrive after the last car from carpool line has already left, we ask that you come to the door to pick up and sign your child out.
- We also ask that you refrain from coming to the door during the 15-minute time frame before your scheduled carpool time as this is a very busy time and interrupts the routine. If you arrive for pick up during this 15-minute window, we ask that you please stay in carpool line and your child's therapist will bring your child out when carpool starts.
- When you pull into carpool line, **please stay as close to the curb as possible and pull up all the way to the cone**.
- We also ask that you **please stay in your car** during carpool, as this helps decrease the line around the building. Our therapists and supervisors will take care of your child and their belongings.
- Please have your child in their car seats for the entirety of the carpool, to ensure everyone's safety.
- Please make sure your child, or any child, is not near your car before driving away.
- Please wait until the car in front of you has pulled out, do not drive around them. This is for the safety of the children.
- Please refrain from using your cell phone while carpool is going on.
- Please remember we need to keep car line moving. We understand everyone has questions about their child's day, however if you have multiple questions please email or we can schedule a parent meeting with your BCBA.
- **When driving away, please make sure to continue driving straight instead of making a U-turn as this is a safety hazard.**
- Please refrain from using your horn during carpool as we have children with sound sensitivities.
- In the event of lightning, center will immediately halt bringing children to the car and return safely inside. Carline will resume when the area is safe and clear of lightning. If carline is unable to resume, parents/ guardians will individually need to come to the door to receive their children safely.

Signature of Parent/Guardian: _____

Date: _____