

## Heard Elementary Car Rider Agreement Form

Please list oldest student first:

Full Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_ Grade: \_\_\_\_\_

Full Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_ Grade: \_\_\_\_\_

Full Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_ Grade: \_\_\_\_\_

Full Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_ Grade: \_\_\_\_\_

**\*\*I understand that as a parent of a car rider at Heard Elementary School, I will follow the school's safety procedures:**

### Morning:

1. I will not drop off my child **before 7:55 AM** in the morning.
2. I will drop off my child **no later than 8:15 AM** in the morning. If it is later than 8:15 AM I will walk my child into the front office to sign him/her in, get a tardy slip, and walk them to class.
3. I will remain in my car and pull up as far as possible as not to hold up the cars behind me.
4. I will ensure that my child has all of the materials they need to immediately exit the car.
5. I will not attempt to drop my child off at the parking lot or the street.
6. Children can only exit the car on the left. If they must exit on the right, I will pull up and be responsible for unloading my child.
7. I will refrain from talking on my cell phone or texting during loading and unloading.
8. I will treat all adults with respect.

### Afternoon:

1. I will have the orange sign with my child's name visibly displayed on the left side of the dashboard.
2. I will pick up my child **no later than 3:15 PM**. If I arrive late, I understand that I will have to pick up my child from the front office. After the first time being late for dismissal, I will have to speak to an administrator before my child will be released to me.
3. I will remain in my car. I will not pick up children from other areas of the school, even if I have the car badge in my hand.
4. I will communicate to any other adult who picks up my child the safety procedures of the car ramp and make sure they have the car badge. If they do not have a car badge they must have a valid I.D. and be listed on the child's registration form.
5. If my child or I need to re-enter the building for any reason, I will park in the parking lot.
6. I will pull up so my child can enter on the left side of the car. If they must enter on the right side, I will pull up to load my child, and I will be responsible for loading my child.
7. I will treat all adults with respect.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date