

Batesville Elementary School

2020/2021 Car Rider Procedures

Car riders will dismiss from the two story brick building on School Street where they will be supervised by staff members.

Parent Procedures:

- Parents should drive up Boothe Street and turn left onto School Street (in between Batesville Police Department and BES).
- Drive slowly through the parking lot following the directions of BES staff members.
- Each student will receive 4 "official" Batesville Elementary cards in an envelope.
- Anyone who picks up a child must display a card in their car.

For the safety of your children, only cars with official Batesville Elementary car pick-up cards will be allowed to pick up children. If the assigned pick-up number (child) is not available, you will be asked to go to the office for pick up.

- Pre-K: Yellow
- Kindergarten: Blue
- 1st: Red

Student Procedures:

- Each child place one number card on his/her book bag to use until the number is remembered. If your child is not available when you arrive at the car pick-up area you may be asked to park or drive around again.
- This helps prevent excessive delays while teachers relocate children to the right place.

Communication:

- As always, a note or email to your child's teacher should be provided if your child will be a car rider. If no note is provided, your child will be placed on his/her assigned bus.
- If your child will be a car rider all year, one note or email stating this is sufficient. If you have already communicated this to your child's teacher, you will not need to do so again.
- Please make sure you are calling into the office for emergency changes only.
- Calls should be received by 2:00 p.m.

While waiting in dismissal line:

1. Parents will remain in vehicles as you will need to move up frequently.
2. Place your cars in park until directions given to move forward.
3. Please refrain from using your cell phone for child and adult safety.
4. Please pull up as far as you can and close to the car in front of you.
5. Please form two lines at the direction of supervising teachers.

*Please note that we will only release students to those in the car line and not to those parked in the BPD lot or across the railroad tracks. We ask that you please follow our procedures for everyone's safety.