

## **Urgent: PARENTS PLEASE READ**

### **Carpool Dismissal**

Students whose parents/guardians are picking them up by car will be separated by grade levels into two groups:

1. **Students in Grades K, 1, 2 & 3**
2. **Students in Grades 4, 5, 6, 7 & 8**

1. **Dismissing from Old Street doors (Grades K, 1, 2 & 3):** (see diagram attached) Students who are in the K-3 carpool group (and their older siblings) will be dismissed from the TCEA Old Street entrance. The Old Street student loading zone will remain the same (i.e., the blocked-off area in front of the Old Street doors) and be clearly marked with Fayetteville Police traffic cones. **Cars will only be allowed to enter the K-3 student loading zone from Old Street. Fayetteville Police will be blocking off Anderson Street between Hay Street and Old Street AND between Old Street and Maiden Lane before, during and after dismissal.** In other words, vehicles will not be able to access the K-3 student loading zone by any other street than Old Street. The only exception to the K-3 carpool lane will be that any daycare services that are picking up students in vans will be asked to use this carpool lane to pick up their designated students, regardless of the grade-level of the students.

2. **Dismissing from Anderson parking lot (Grades 4, 5, 6, 7 & 8):** (see diagram attached) Students who are in the 4th-8th grades' dismissal group will be dismissed from the Anderson Street parking lot just behind the TCEA Old Street entrance. Students will be escorted out to the Anderson Street parking lot at 3:00pm by TCEA staff and organized on the brick sidewalk according to the student's grade level (or youngest sibling's grade level). **Parents/guardians who are picking up students in this group will need to follow a very specific traffic pattern:** Vehicles can enter the 4-8 carpool lane from either direction on Maiden Lane (i.e., traveling northwest on Maiden Lane from Green Street or traveling southeast on Maiden Lane away from the library). A Fayetteville Police officer will be directing traffic at the intersection of Maiden Lane and Anderson Street. Depending on which direction they are coming from, vehicles will then turn either left or right onto Anderson Street and proceed approx 200 ft down the street to the entrance of the Anderson Street parking lot. At this point, **vehicles will only be able to turn left into the parking lot because Anderson Street beyond the parking lot entrance will be blocked off by Fayetteville Police traffic cones.** Once vehicles turn left into the parking lot, they will proceed to their right, traveling counterclockwise around the parking lot. The "4-8 student loading zone", clearly demarcated by traffic cones, will be located directly in front of where students are organized on the sidewalk. This 4-8 student loading zone will be clearly marked off with traffic cones. Once all vehicles have pulled forward into the 4-8 student loading zone and come to a complete stop, the students will be loaded into the vehicles by TCEA staff. Students will be loaded into the correct vehicles and once all students are in the vehicles and doors are closed, the vehicles will proceed counterclockwise around the parking lot towards the area where they entered and make a right onto Anderson Street. At this point, vehicles will be able to proceed back up Anderson Street and exit the 4-8 carpool lane by turning left onto Maiden Lane (right turns are prohibited at this point because Maiden Lane is a one-way street on the bridge).

Again, Fayetteville Police will be at this intersection directing traffic to ensure safe and lawful behavior.

In order to ensure a safe and speedy loading process, TCEA staff will need parents/guardians to clearly display their students' numbers in their vehicle's windshield so staff located on the Anderson Street sidewalk can radio the students' numbers to the loading zone and have the students ready to depart as soon as the vehicle enters the 4-8 student loading zone. Any TCEA staff and volunteers assisting with dismissal will be clearly identifiable by their reflective neon traffic vests. The Fayetteville Police force will be assisting TCEA staff in directing traffic along these designated routes.

### **Walker Dismissal**

The **walker dismissal procedure** will be **remaining the same**. The students whose parents are picking them up at the Hay Street entrance will be grouped by grade (siblings in multiple grades will remain with the youngest sibling's group). **Parents/guardians are asked to stand at the cone the corresponds to their child(ren)'s grade (or youngest child's grade)**. TCEA staff will approach the first parent in each line and ask for the Dismissal tag number. That staff member will radio the grade & number to the TCEA staff member monitoring the student groups and that student (or students) will be retrieved and brought to the parent, after they give their number card to the staff member. This procedure is in place to make sure all students are accounted for. We are asking parents/guardians to *please* be patient with the TCEA staff and know that the procedure is in place to ensure your child(ren)'s safety.