



Warren T. Jackson Primary Campus Transportation Procedures

Carpool Procedures:

- ❖ **Morning:** Drop off occurs from 7:30-8:00 am.
 - Cars will enter off of Northside Drive turning RIGHT into the Primary Campus and exit turning RIGHT onto Northside Drive. Please NO LEFT TURNS entering or exiting Primary Campus during carpool hours.
 - Breakfast is served from 7:30-7:50 a.m. in the cafeteria.

- ❖ **Afternoon:** Pick up occurs from 2:30-3:00 pm.
 - Cars will line up on Northside Drive to turn right into the Primary Campus. Please turn your hazard lights on while you are waiting for carpool to start. Cars will turn RIGHT as they are exiting the carpool line.

ONLY RIGHT TURNS ARE ALLOWED WHEN ENTERING OR EXITING THE PRIMARY CAMPUS DURING CARPOOL HOURS.

- ❖ Carpool tags must be displayed during afternoon pick up.
- ❖ Hang your carpool tag, provided by Jackson Elementary, from the passenger's sun visor with the name displayed through the window.
- ❖ Carpool tags are distributed at Celebration of Learning or at the front office. Extra carpool tags can be purchased for \$5.00. Contact Gayle Huber at gheber@atlanta.k12.ga.us
- ❖ Carpool takes place curbside in front of the Primary Building.
- ❖ During carpool hours, DO NOT TURN LEFT in or out of the Primary Campus.
- ❖ DO NOT PARK YOUR CAR in the middle lanes and try to walk your child into the building. You will be asked to move and go through the carpool line.
- ❖ If you are bringing a snack, project, etc. in for your child, please drop your child off in carpool, then park and walk into the building.
- ❖ Do not drop off or pick up students on Exeter Close or in the back parking lot. The only safe place to drop off or pick up your child is in the carpool line in front of the building.
- ❖ **NEVER PASS ANOTHER CAR IN THE CARPOOL LANE.**

Walker Procedure:

- ❖ Walkers are those students who live within ONE MILE of school grounds and can walk safely to and from school. Walkers are not provided bus transportation by APS. Walkers will be dismissed at the same time as carpool riders and should be picked up in the gym.

Early Pick Up Procedure:

- ❖ If you need to pick your child up early, Jackson has designated very specific dismissal times. After these specified times, students will only be dismissed to the bus, carpool, or walker areas. **NO EXCEPTIONS ALLOWED!** If you have an appointment or activity immediately after school, you must pick your child up **BEFORE 2:00** at the Primary Campus.

Transportation Change:

- ❖ If you need to make a transportation change on any given day, it must be in writing. The child's name, teacher's name, contact phone, and the actual change of plans stated (which bus, etc.) must be included. You may include a note in your child's book bag or phone the school with the transportation change. Playdates must be handled via carpool. The school buses will not honor playdates.

Parking on Campus:

- ❖ Visitors may park in either the front or back parking lot. If these lots are full, parking is allowed on ONE SIDE only of Exeter Close and Carriage Way. Please **DO NOT BLOCK MAILBOXES, TRASH CANS, DRIVEWAYS, ETC.** on these streets.

Questions:

- ❖ Need a carpool tag? Questions? Contact Gayle Huber at gheber@atlanta.k12.ga.us
- ❖ For bus route information, please visit www.atlantapublicschools.us/domain/5364.

Primary Campus Carpool Route

