



Dear CPA Elementary School Parents,

We are so excited about what God has in store for Christ Presbyterian Academy and our students this 2012-2013 school year! We have been busy on campus preparing for your child's arrival. Our most important charge is to ensure the safety of our students. As we have grown in recent years, the need to change the way we dismiss our children and manage our carpool has become evident, with almost 400 elementary children and hundreds of driving high-school students attempting to leave the campus at the same time. *Please read the following new carpool protocols carefully.*

All parents will be asked to clear the building and get in their cars at 2:45 p.m. This will ensure that our students are able to write down their homework assignments, get the necessary supplies, and dismiss with their class, without getting lost from their teacher is congested hallways.

****K-1** will dismiss at 3 p.m. to Carpool A, under the East Playscape Pavilion, and will be seated to wait for their name to be called; **2-3** will dismiss to Fellowship Hall for Carpool B; and **4-5** will dismiss to the downstairs hallway for Carpool C.**

Parents will be issued two cards with their family name on it, to be placed in the windshield of their cars for carpool. Until cards are issued, please print you family name (LARGE LETTERS) on an 8.5 x 11 piece of paper and place on your dashboard.) This will allow the teachers on duty to call the name over the two-way radio. The children will come out to carpool and load into their cars. *Please make sure that your cars are turned off until they are ready to move, and that you do not use your cell phones during carpool.* Once your car is completely loaded, please flip your card over. This will inform the teachers on duty that your car is completely loaded.

Older siblings will need to go to their younger sibling's carpool area (outside) and be picked up there. Please email Mary Bess Smith and your child's teacher if your elementary child will be released to a high-school sibling (this is not allowed for middle school siblings). High-school siblings may pick up younger siblings at their carpool locations. Faculty and staff may also pick up their children from the carpool location or wait until they return to the elementary reception area and pick up from there at 3:15. Families who pick up from the preschool at 2:30 may play on the preschool playground or visit on the breezeway until time to go to carpool.

Thank you for your understanding and patience in this process. We want the very best for your children, and their protection and safety are our highest priority.

In His service,

Anne K. Purdy
Elementary School Principal