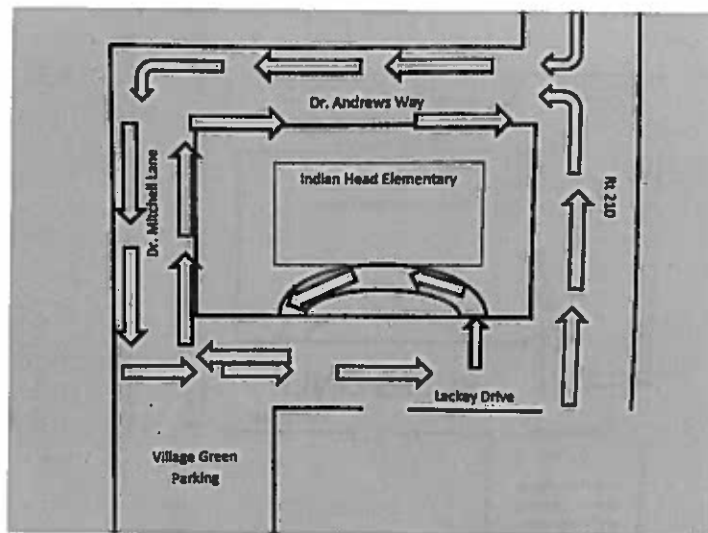


IHES Car Rider Procedures

Morning Arrival

- Cars will enter onto Dr. Andrews Way, turn left onto Dr. Mitchell Lane, turn left onto Lackey Drive and enter the drop-off semi-circle at the second entrance. To exit the drop off, turn right onto Lackey Drive, turn right onto Dr. Mitchell Lane, and proceed to Dr. Andrews Way.
- Car riders and daycare van rider will be dropped off at the "Parent Drop-Off." Drop off begins at 9:00 a.m. (To ensure your child is safe, please do not leave your child unattended prior to this time. Adult supervision is unavailable before 9:00 a.m.)
- Vehicles may not at any time park or remain standing in front of the school or along Lackey Drive and Dr. Mitchell Lane.



Afternoon Dismissal

1. Cars will enter onto Dr. Andrews Way, turn left onto Dr. Mitchell Lane, turn left onto Lackey Drive and enter the drop-off semi-circle at the second entrance. The semi-circle area will be closed to vehicles until 3:40pm daily and 1:40pm on early dismissal days. To exit the drop off, turn right onto Lackey Drive, turn right onto Dr. Mitchell Lane, and proceed to Dr. Andrews Way.
2. To avoid injuring anyone or vehicle back-ups, cars must remain in line and pull forward as directed by Indian Head Elementary School staff.
3. As a reminder, Maryland law requires children to be in car seats or booster seats until their 8th birthday unless they weigh more than 65 pounds or are 4'9" or taller. The law further states that the car seat must fit the child by age, height and weight. The child must be in the seat and vehicle according to the instruction of the vehicle and car seat manufacturers.
4. Parents of car riders must show our car visor with their children's names posted in order to receive their children. Parents can obtain a car visor at the beginning of the year Meet & Greet or from the main office during the year. Photo identification is required of the parent in the main office.
5. Parents tending to business inside of the school should park in the Village Green Pavilion's lot at the front of the school. Upon exiting the lot, exit via Dr. Mitchell Lane to Dr. Andrews Way.