



Monrovia Elementary
Things to Know for our Car Riders!

Welcome Back! We are excited to start the 2024-25 school year. Your child's safety is our priority. Please take a moment to review the procedures below.

A Car Rider tag is required to pick up your child in the afternoon line. Any person who does not have the assigned tag and is not an approved adult will be required to show a valid photo ID and have approval from the front office. Please ensure that your Emergency Contacts w/ approval for pick up are updated in Skyward.

(If you already have an assigned tag, you DO NOT need to apply for a new one. The tag is valid for this year.)

To request a Car Rider Tag for a new student, please use this link to complete the form:

[Car Rider Tag Request](#)

(Please note: Two tags will be issued per household and provided to the parent/guardian. Tags will not be distributed to anyone other than a parent or guardian.)

ID check: Persons who need an ID check will proceed to the far east end of the car rider line. Staff will be there to assist you.



Preschool Parents: AM Arrivals: All parents with a preschool student will proceed to the last orange safety cone where our preschool staff will help the student out of the car and escort them into the building.

All students must exit from the passenger's side of the vehicle. If your child needs to exit from the driver's side, the parent will need to proceed to the preschool drop off point for additional assistance.

2024-25 Monrovia Elementary Car Rider Procedures

Our students' safety continues to be our utmost concern. We have adapted our transportation procedures to ensure students enter the building safely and the car rider line runs efficiently. Please review the procedures below. If you have questions, please contact the school office at 317-996-2246.

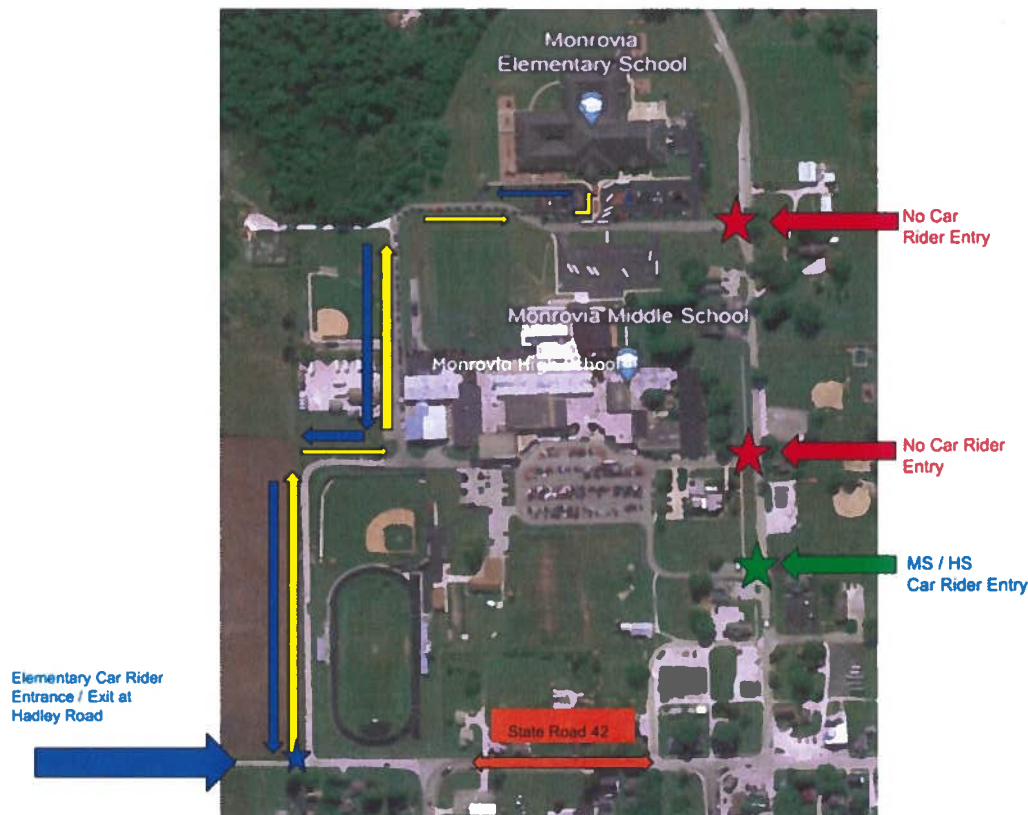
During AM arrivals Entrance 1 and Entrance 2 will be closed to traffic.

Elementary Car Rider only:  /  Enter via Hadley Road at Entrance 4 at the North end of the football field. Proceed South around the football field and turn left at the Transportation Lot. Continue South to the elementary school. Car riders will exit right from the car rider line following the drive around the soccer field heading North back toward the Transportation Lot. Turn right at the Transportation Lot and proceed North around the football field and exit at Entrance 4. A car rider placard issued from the Elementary Office must be properly displayed in the vehicle. (Reference the information below for a detailed map of the district car rider procedures.)

***Preschool:** All parents with a preschool student will proceed to the last cone (east end of the sidewalk) in the drop off line. The preschool staff will be there to assist your child in exiting the car and escorting the student to the classroom.

HS/MS Car Rider AND Elementary Car Rider: Please review the HS / MS Car Rider Procedures on the back side.

Enter the HS/MS Car Rider line first, and then proceed past the Administration Center to merge into the Elementary car rider line.



Monrovia High School & Monrovia Middle School

Parking Lot & Drop-Off & Pick-Up Rules

If your student is dropped off before school or picked up after school please review the information below and the parking lot map. Your student's safety is our priority, and we want to do everything that we can to ensure that all students arrive at school and return home safely. If you have any questions, please contact the MHS office at (317) 996-2258 or the MMS office at (317)996-2352. Thank you for your support.

Entrance for Drop-Off & Pick-Up Lane

All vehicles dropping off or picking up should enter Entrance #3. On the map below, see the traffic flow lane in green.

Drop-Off & Pick-up Lane: This is the lane closest to the building, between the Middle School entrance #2 and the High School Gym entrance. On the map below, see the orange line.

- Be mindful of students crossing the lane, as well as anyone directing traffic
- Pull up to the front of the line, if possible
 - There are approximately 3 spots in front of the cross walk and 4-5 spots behind the crosswalk (between the main high school entrance and the middle school entrance).
- Do NOT pass any vehicles in this lane. Please wait your turn to advance to the stop sign and exit.
- **Parent/Student vehicles should NOT enter or exit next to the Middle School Office (Entrance #2–yellow line).**

Bus Lane: This lane is designated for buses ONLY. Car riders are NOT permitted to exit or enter their vehicles in this lane. On the map below, this lane is yellow.

Parking: Student, Staff, and Guest parking locations can be seen on the Map. Parking pass stickers must be purchased by students and will be distributed to students and staff by the MHS bookstore. All students must fill out a [Parking Lot Registration Form](#) and adhere to all [MHS Parking Lot Rules](#) and register their vehicle with MHS. Any vehicle without a parking pass sticker is subject to a ticket and fine.

- All student drivers and pedestrians that walk across the parking lot are asked to ONLY cross at the designated crosswalk location.

