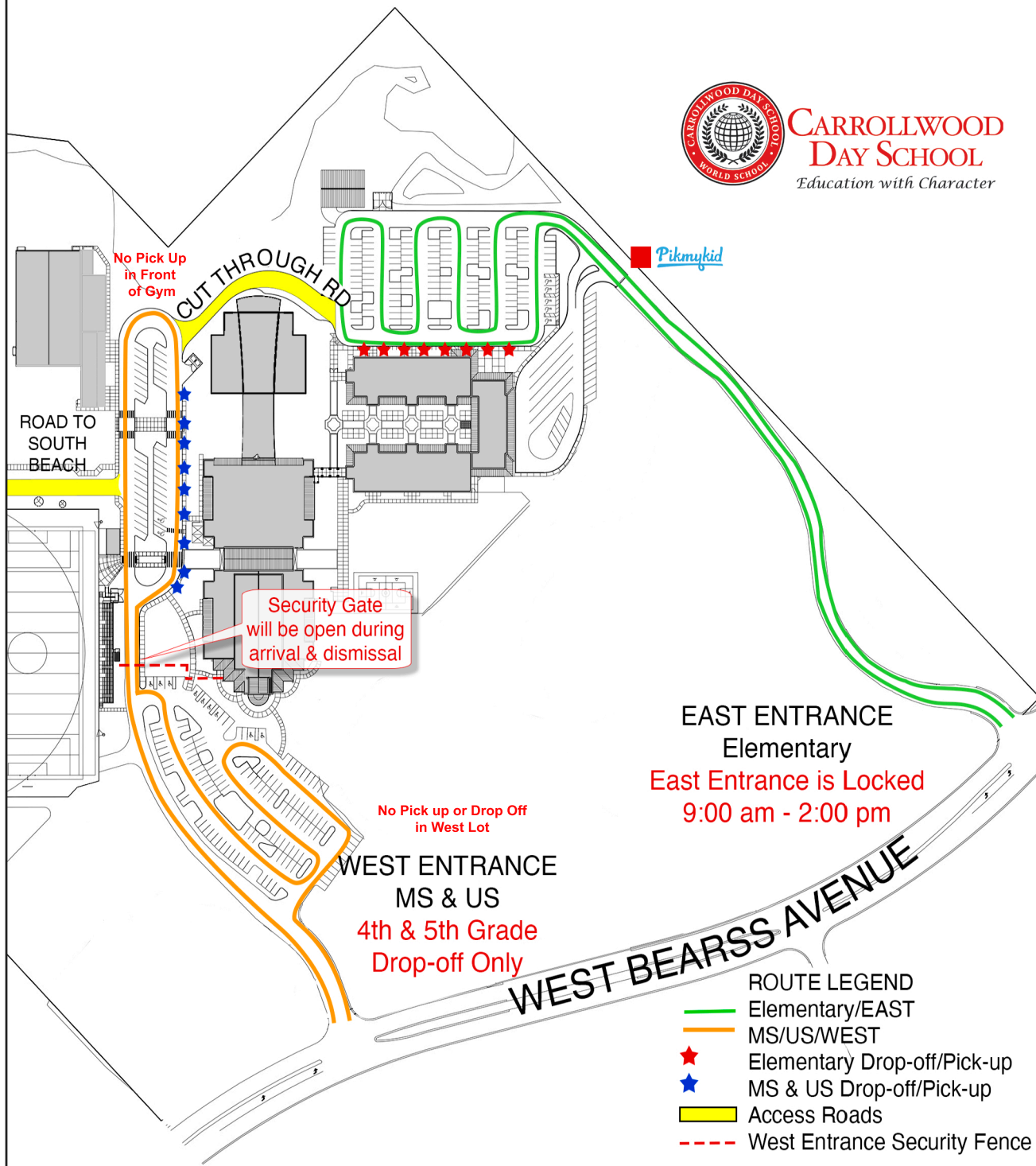




**CARROLLWOOD  
DAY SCHOOL**  
Education with Character



## BEARSS AVENUE CAMPUS

### ARRIVAL & DISMISSAL PROCEDURES

**Use designated arrival and dismissal areas, only.  
CHILDREN MUST NOT BE DROPPED OFF  
OR PICKED UP IN THE PARKING LOTS**

The **West Entrance** (Main Entrance) is the *first* entrance when approaching the school from Dale Mabry Highway. **Cars must form a double line when weaving through the parking lot.** All families with youngest student in grades 6 - 12 are assigned the **West Entrance**. **Grades 4 & 5 and their siblings use this Entrance for drop-off only.**

The **East Entrance** (Elementary Entrance) is closer to I-275. This is for families with youngest students in grades 1-3 and ECC students who will ride the shuttle to the ECC. **Grades 4 & 5 and their siblings use this Entrance for pick-up only.**

When picking up, elementary parents should not click "ANNOUNCE" on the PikMyKid app until they reach the PikMyKid sign on the driveway. (Indicated by **red square** on map.)

**FOR THE SAFETY OF OUR CHILDREN:**  
The Security Gate on the **WEST** Entrance will be open during arrival and dismissal, only. When the gate is locked, there will be a phone number posted on the gate for visitors to call to request access.  
The **EAST** Entrance will be closed from **9:00 a.m. - 2:00 p.m. daily.**

Each family must display their visor sign in the front windshield. (Can be attached to the rear view mirror.) Student drivers must display their CDS parking permit.

When exiting the campus, all traffic must make a **right turn only** onto Bearss Avenue.

If students must leave early, arrangements must be made to pick up students by **2:00 p.m.**

All students will be escorted by teachers to their assigned pick up area. **Parents should not leave cars to retrieve children.**

*Updated September 2021*