

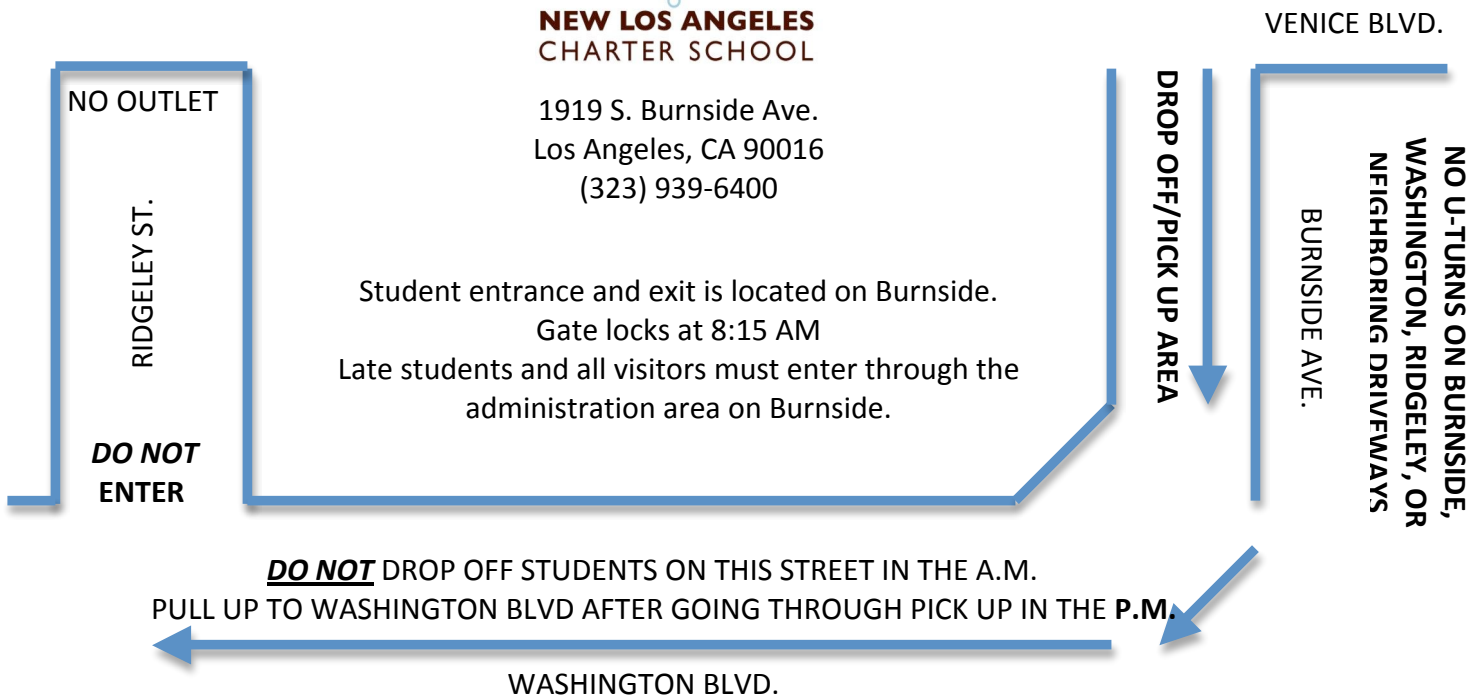
CARPOOL PROCEDURES



NEW LOS ANGELES CHARTER SCHOOL

1919 S. Burnside Ave.
Los Angeles, CA 90016
(323) 939-6400

Student entrance and exit is located on Burnside.
Gate locks at 8:15 AM
Late students and all visitors must enter through the
administration area on Burnside.



New Los Angeles Charter School highly encourages all parents and students to carpool as a means of transporting a group of students to school. Not only does it create a culture of an environmentally conscious community, but also helps our school manage dismissal in the most effective and secure way to ensure our students' safety. Please take time to read through our Carpool Procedures thoroughly to guarantee maximum efficacy.

CARPOOL DROP OFF TIMES

- The school building will open at 7:30 AM for students.
- Students should be dropped off between the hours of 7:45 AM and 8:14 AM following carpool procedures.

CARPOOL PICK UP TIMES

- Dismissal begins at 3:20 PM Monday and Wednesday through Friday.
- Dismissal begins at 12:35 PM the first Tuesday of every month and dismissal begins at 2:20 PM every Tuesday thereafter.

CARPOOL PROCEDURES

Directions and Access

- Please use Venice Blvd to access South Burnside to drop off and/or pick up students.
- If you are driving **west** on Venice Blvd make a u-turn on Hauser and turn right on S. Burnside.
- If you are driving **east** on Venice Blvd take a right on S. Burnside.
- If you are driving **north** on Hauser take a right on Venice Blvd, followed by another right on S. Burnside.
- If you are **driving south** on Hauser take a left on Venice Blvd, followed by a right on S. Burnside.
- For student safety **do NOT** use Washington Blvd. to drop off and/or pick up students or access South Burnside.

Carpool Lane

- Orange safety cones or posts will delineate the carpool lane. Please follow all safety signs, cones, and directions from our carpool staff to maximize safety at all times.

Drop off

- Drop off students at the designated and marked area. Students should exit the car quickly and safely to allow the next car load of students to exit and so on. Students should have backpacks, lunch, and any other materials they need for the school day ready and available to them. Students should not place their backpacks in the trunk of the car at drop off or pick up; this delays the carpool process and can become a threat to student safety.

Pick up

- For pick up, please be sure to have your name placard ready upon arrival so that we are able to call out the appropriate student names during carpool; include first and last name of the child(ren) you are picking up. Show the placard to the faculty member coordinating dismissal as you pull up to the carpool lane.
- Students should enter the car quickly and safely to allow proper and quick loading for the next car and so on. Students should take backpacks and any other materials with them in the car. Please do not allow students to place backpacks in the trunk of the car. This delays the carpool process and can become a threat to student safety.

CARPOOL SAFETY

PLEASE DO ...	PLEASE DO NOT ...
Use S. Burnside as a ONE-WAY street going south ONLY.	Do Not use S. Burnside, Ridgeley, Washington or our neighbors' driveways as as U-turn lanes;
Pull up and drop off or pick up your child(ren) at the side of the curb on Burnside at the designated carpool area ONLY.	Do Not use carpool drop off and pick-up area for last minute good-byes, to unload supplies from the trunk of the car, or to park and get out of your car.
Encourage your child(ren) to be ready by the time your car pulls up to the carpool area.	Do not drop off your child(ren) or pick up your child(ren) on the opposite side of carpool.
KEEP RIGHT on Burnside and turn right onto Washington Blvd. for a safer and smoother flow of traffic.	Do not use Washington Blvd. as a crosswalk. Encourage your child(ren) to walk to the nearest marked walkway to cross the street safely.
Keep the student entrance gate cleared during drop off and pick-up times to ensure student safety.	Do not block our neighbors' driveways.

PUBLIC TRANSPORTATION, WALKING, AND AFTER-SCHOOL PROGRAM

If students are taking public transportation, walking home, or going to the After-School, they will be before carpool begins to promote student safety. We are asking that these students do not use the Washington Blvd. and S. Burnside intersection to cross the street.

LOS ANGELES POLICE DEPARTMENT

The Los Angeles Police Department will be making themselves accessible occasionally to ensure we are following safety guidelines. Any person who does not follow and/or obey traffic laws will be ticketed. Please follow all carpool procedures.

TIPS

- If your child live(s) within walking distance, encourage them to walk to and from school with a group of friends who reside in the same area.
- If your child does not live within walking distance and has a friend who lives within walking distance, we encourage you to drop them off at their friend's residence so that your child is able to walk to school accompanied by a schoolmate. Afterschool your child can walk back to his schoolmate's residence and be picked up in that area.
- We encourage you to use carpool as a means to pick up and drop off only if you are responsible for more than one child to prevent unnecessary back up and delay.
- Encourage your child to use crosswalks and marked areas designated for crossing to maximize their safety.
- Select a meeting point at least two blocks away from school and pick up at the designated area after school for pick up.

COMMENTS

If you have any questions, concerns, comments, and/or suggestions, please contact our Operations Director, Mr. Marcelo Olmos, at 323.939.6400 or <mailto:molmos@newlosangeles.org>