

# Carpool Procedures

Dear Hawthorn Academy Parents,

We are so grateful to have the support of our families and community as we begin in a new school year.

In light of recent events it has become increasingly important to us to ensure the safety and security of our students while they are in our care. This means that there will be adjustments made to our procedures increase our building security.

During regular school days drop off will occur at the front of the school as it has in previous years. Instead of students entering the building by the front doors we are having students wrap around the sides of the building to the field and playground in the back (see map).

Students who are eating breakfast will enter in the back doors to the cafeteria (see map).

At 8:25, teachers will meet their students in lines at the back of the school (See map for locations). To help clarify locations of pick up, I have assigned locations marked with grade level and teacher name.

In the event that weather does not cooperate students will enter in from the back of the building and gather in the gym until teachers pick up their students from the gym for the start of the school day.

In order to make carpool run a little bit smoother please remember the following:

- No left turns out of either entrance/exit
- No parking in northern most parking stalls from 8 - 8:30 am and 2:00 - 4:00pm (Lane closest to 11400S.)
- Third staking lane is open to through traffic from 2:30 - 3:00
- Only students are permitted inside the school building

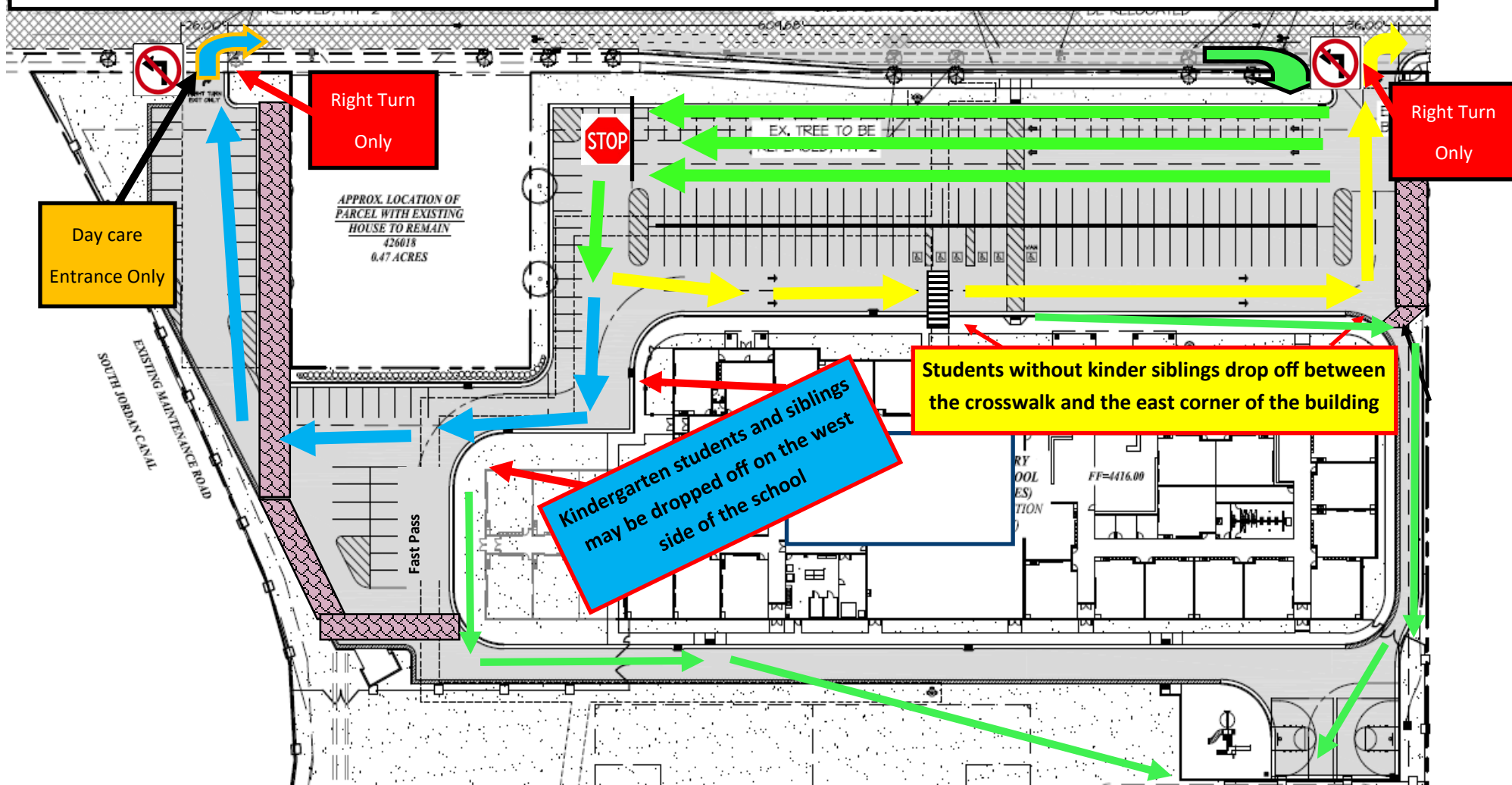
Again, thank you so much for your patience as we navigate through a new carpool drop off system. Please feel free to reach out to me or Mrs. Puerto as well as our office staff if you have any questions.

Looking forward to a great school year with all of you!

Thank you.

Jeremy Craig  
Principal

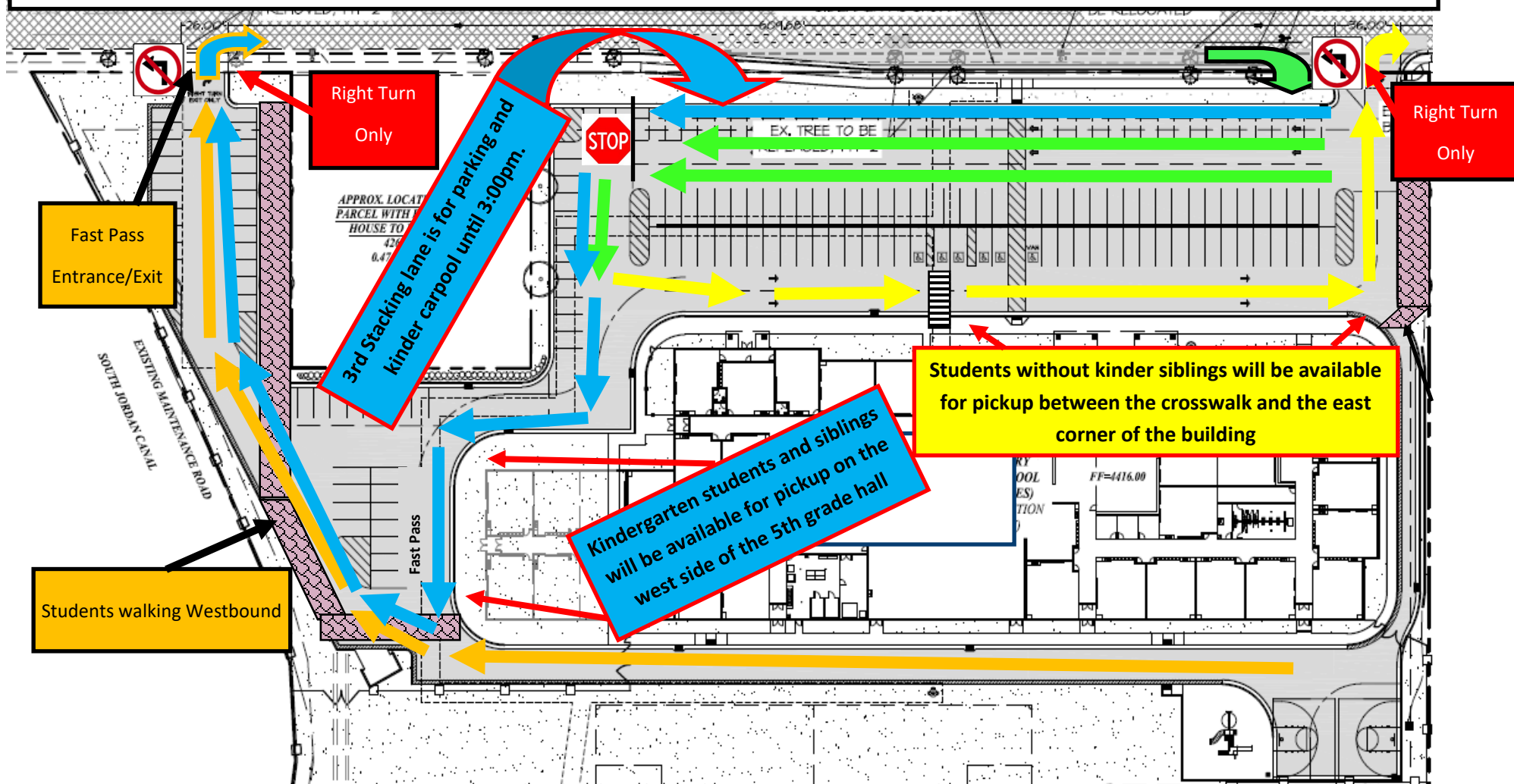
# Morning Carpool Map



## Key

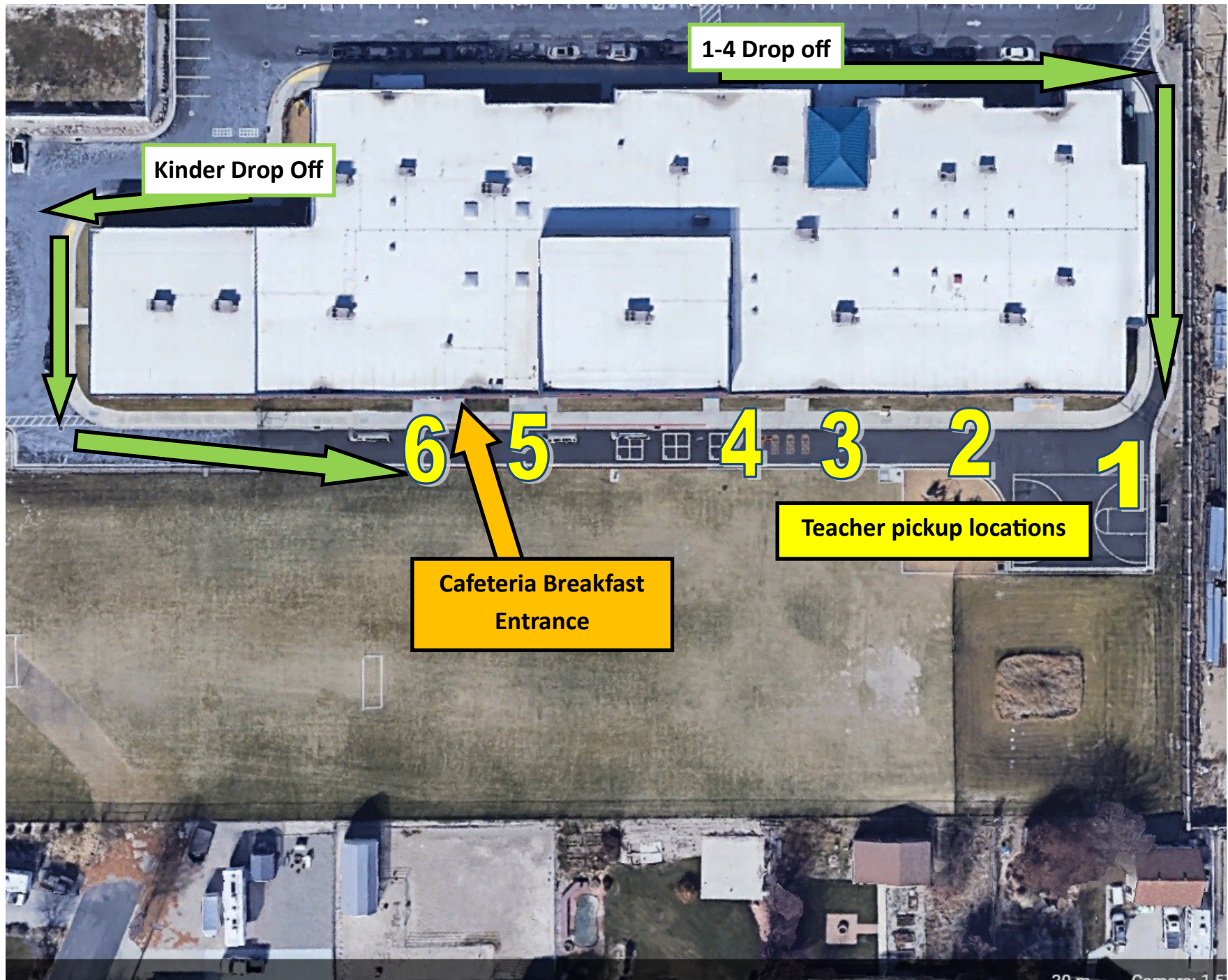
-  Green—All cars
-  Yellow—Students without Kindergarteners
-  Blue—Kinder and siblings
-  Orange—Fast pass/Day care
-  Thin Green—Early student traffic

# Afternoon Carpool Map



## Key

-  Green—All cars
-  Yellow—Students without Kindergarteners
-  Blue—Kinder and siblings
-  Orange—Fast pass/Day care



1-4 Drop off

Kinder Drop Off

6 5 4 3 2 1

Teacher pickup locations

Cafeteria Breakfast Entrance