

Driveway Pick-up Procedure Vehicle Sign Use

Instructions: Each vehicle should prominently display a sign in the front or side window so staff members can see the name and grade level of the student who needs to be picked up. Families who have more than one child attending CCCS or who are picking up multiple students will list all students' (along with grade levels) on their sign (see examples below). Cardstock signs (8 ½ x 11 or larger) with a large font size seem to work best; however, they don't have to be computer generated! We have included a cardstock sign for you to use below; simply fill out, tear out, and use!

We hope that having this information during the time of pick-up will make our process more efficient, which saves everyone time! Please be sure to make additional copies as necessary for multiple vehicles.

Example #1

JOHNSON Will Gr-4 Sara Gr-2
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Example #2

GOMEZ Ana Gr-2 Jackson Gr-1 POWELL Loren Gr-5
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Blank Car Sign Attached

Last Name Here (in large print CAPS):

First Name of Student(s) and Grade Level Here (in large print):