



**Woodland Elementary School**

• Office 610- 489-5000 Ext. 43200 • Fax 610-831-5319

Dear Parents,

We will be distributing new car loop placards for the 2018-19 school year. These placards are for those students who are regularly picked up via car loop, at least 4 times a month. You can still pick up your child occasionally through the car loop without a placard. We would like to distribute the placards for next year by the end of this year but we will continue to use the current placards for the duration of the 2017-18 school year. Please note, your car loop number for the next year will not be the same as this year so please discard your old placard number after June 12th.

**General Car Loop Information:**

- All students who are picked up after school must be picked up via the car loop in the Heatherwood Hills parking lot at 3:30 pm.
- The car loop staff will call students by number as you pull up to the drop off location in front of the pathway near the gym door.
- Please remain in your car – do not go to the door. Students will be sent out to your car as their number is called (or name called if you have no placard).
- Please move your vehicle forward as cars leave, in order to keep the loop moving.
- If you reach the pick-up spot and your child has not come outside yet, please move forward and wait in your vehicle.
- Please have your placard hanging on your rearview mirror.
- Drive slowly and carefully. Enter and exit at Heatherwood Hills Road.
- Please note that there is a crosswalk with stop signs behind the building. Please do not drive in that direction.
- If you are not there by 3:40, your child will be escorted to the Main Office.

Thank you for helping us keep your child(ren) safe!  
Mrs. Euker and the Car Loop Staff

**IN ORDER TO RECEIVE A CAR LOOP PLACARD FOR THE 2018-19 SCHOOL YEAR:  
Please complete form below and return it to the homeroom teacher, Attn: Car Loop**

**CUT & RETURN BY MAY 15, 2018**

(Please print clearly)

Student Name(s): \_\_\_\_\_ Teacher: \_\_\_\_\_

Student Name(s): \_\_\_\_\_ Teacher: \_\_\_\_\_

Please list the names of anyone besides parents/guardians who could be picking up student(s) through car loop:

\_\_\_\_\_

\_\_\_\_\_

Car Loop # \_\_\_\_\_ (Information provided by Office Staff)