Welcome back! We want to kick off 2023 right, so please read over this information, and follow the directions provided for our morning drop-off and afternoon pick-up to be as efficient and quick as possible. Reminder, changing our traffic pattern was mandated by the Irving Police Department (IPD) and City of Irving, and Officer Reeves may be contacted via e-mail at RReeves@cityofirving.org should you have any questions.

GENERAL INFORMATION/REMINDERS

- **IMPORTANT** Scholars should exit the car once the line stops within the DROP OFF ZONES (white cones at the dumpster to the right turn sign at the front). USE ALL OF THE DROP ZONES. DO NOT WAIT TO DROP OFF AT THE FRONT. Think of it like a roller coaster, once it stops, everyone unloads, so the next group can load up. The more cars dropping off scholars simultaneously, the quicker the carline traffic will flow.
- Scholars should be ready to exit the car once the line stops inside the Drop Off Zones.
  - Watch this video for recommendations on how parents and scholars can help keep carline traffic moving.
- Dropping off or picking up a pedestrian in a roadway is a traffic violation and may result in a citation. Be safe when dropping off or picking up your scholar(s), and use the zones identified on the Carline Route Maps.
- Our only active pedestrian gate is located at the ROYAL EXIT. All foot traffic must enter and exit here.
- Scholars, parents, and staff MUST cross at the Main Crosswalk to avoid interruptions to the carline traffic flow.

K-12th MORNING CARLINE (DROP OFF) REMINDERS

- Drop Off starts at 7:25am. Scholars may exit their car at that time. There is no adult supervision prior to 7:25am. Do not drop scholars off early.
- Drop off scholars in the identified DROP OFF ZONES ONLY. Dropping off outside the drop zones is a safety hazard and causes additional delays to the carline traffic flow. See route map for added DROP OFF ZONES.
- ALL SCHOLARS must be dropped off inside the campus gates using the carline route and drop zones. This is a scholar safety issue. Parents DO NOT cross Royal with scholars as all traffic flow is stopped again to re-cross parents back to the other side of the street.
- At the Riverside Entrance, AFTER ENTERING THE GATES, cars may choose which lane (GREEN-LEFT or YELLOW-RIGHT). After the white barricades, cars must remain in the same lane until exiting on Royal Ln. Both lanes go to the front.
- To further alleviate congestion at the intersection at Royal and Riverside all exit traffic from campus MUST TURN RIGHT onto Royal Ln.
AFTERNOON CARLINE (PICK-UP) REMINDERS

- **K-5th (PRIMARY) PICK-UP ROUTE**
  - After the white barricades, cars must MERGE into the YELLOW-RIGHT lane, and remain in this lane until exiting on Royal.
  - Primary scholars are released at 3:00pm (2:00pm on W). Arrive after the appropriate time, 2:45pm (1:45pm on W). Cars cannot be lined up in the fire lane. Do not arrive early, and tailgate to enter the gates.
  - Have carline tag(s) VISIBLE on the dashboard or visor to prevent holding up the line.
  - Be courteous while merging to avoid additional delays.
  - Parking spots in the Riverside lot remain an option. There is no exit on Riverside, so you’ll make a left out of the lot, and then follow the route as all cars must exit on Royal.

- **6th-12th (SECONDARY) PICK-UP ROUTE**
  - After the white barricades, cars must remain in the same lane until exiting on Royal Ln. DO NOT CUT THE LINE, PLEASE.
  - Secondary scholars are released at 3:45pm (2:45pm on W). Arrive after the appropriate time, 3:35pm (2:35pm on W). The Green Route for 6th-12th does not open until scholars are released (3:45pm; 2:45pm on W). Arriving early will result in being asked to loop back around, and re-enter at the correct time due to Secondary Carline cannot begin until Primary Carline has ended.

In partnership,

*The Leadership Team at Uplift North Hills Preparatory*