



# MATER DEI

## CATHOLIC SCHOOL

*Seek Jesus in Others*

2023-2024

September 8, 2023

Dear Mater Dei Families,

Good afternoon! Thank you for preparing your family for the 2023-2024 school year.

### **New Carline Procedure ~ Monday, September 11, 2023**

Since the safety of our children continues to be the utmost concern of Mater Dei Catholic School and parents, please review the procedure we will put into practice **on Monday, September 11, 2023.**

#### **Carline Pick-Up for Kindergarten through Grade 8**

- We will dismiss the car riders at 3:15 PM. The students will line up in the driveway next to the Parish Center in four lines determined by the color of their family name card.
- Parents will park their cars and walk to the cones at the head of the four color-coded lines of students. Please form a line behind the color code corresponding to your family name card.
- **Parents must have the color-coded sign with the Family Name. If you do not have the color-code name card, you must be ready to show your license to one of the teachers.**
- Show the teacher the sign, and your children will come out of the line to meet you.
- Proceed to your parked cars with your child/children and leave the Church lot in an orderly fashion.

#### **Other Persons Picking Up Students in Carline**

- **You will need to provide a color-coded name card in case other family members need to pick up your child. If a family member does not have the official color-coded name card, the family member will need to proceed to the Office to have their license run through the Raptor System.**
- **The teachers will bring the child/children to the Office once all other children are picked-up.**

#### **Please Note:**

- No parent can take a child without the official family name card.
- All parents are responsible for the safety of your child/children once they take them from the lines supervised by the teachers.

#### **Pre-K Families without Siblings in Kindergarten through Grade 8**

- Pre-K 3 will be dismissed in the front of school, and Pre-4 will be dismissed in the schoolyard beginning at **3:00 PM.**
- The Pre-K teachers will bring the children to your car.

#### **Pre-K Families with Siblings in Kindergarten through Grade 8**

- Pre-K 3 and 4 students with siblings in Kindergarten through Grade 8 will be dismissed at **3:20 PM**.
- **The siblings will be dismissed with the Pre-K 3 in the front of school and Pre-4 will be dismissed in the schoolyard.**
- If you have a Pre-K student and a student or other students in Kindergarten through Grade 8, please do not get in line until **3:20 PM**.
- Any parent picking up a PreK student and siblings in line before 3:20 PM will be asked to circle back around the school until 3:20 PM.
- **We hope that staggering this dismissal and giving families just one pick-up location will make a smoother dismissal process.**

Thank you for your commitment to Mater Dei Catholic School. We hope the changes outlined in this communication help to make the carline situation much better for you while protecting the safety of your child/children.

Respectfully,

Miss Diane E. McCaughan  
President

Miss Elizabeth A. Waltrich  
Principal

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