



## Xplore Track Out Camp Car Pool Procedures

Beginning July 2020

### **Drop-Off & Pick-Up Car-Pool Procedures**

Due to the current pandemic, only staff and children are allowed to enter the building. We have therefore transitioned to a carpool system, and parents are required to stay in their cars. Parents will need to follow the new traffic patterns in order to complete carpool safely and efficiently. Please keep in mind, there are other programs that are also implementing a drop off carpool procedure. There will be signs and staff members to help direct traffic.

There are preschool carpool tag colors (Green and Yellow) and Xplore (White). Please make sure you follow the carpool directions for your color tag. **It will be very important for you to drop your camper off between 8:00am and 8:30am (or 7:30am if you are doing early care).** Carpool for our preschool will begin at 8:30am. If you arrive for drop off between 8:30am and 9:15am, you will have to merge in with the preschool carpool line and it could add more time to your drop off (the preschool will also be using the circle). If you arrive after 9:00am, please call the Xplore office so we know to have someone come meet you out front in the circle. Carpool staff will be back inside by 9:05am but when you call, we will come out and get your camper for camp (please wait in your car).

Parents will drive in from the front entrance (Rogers Road), veer left towards the circle for our drop off spot (by the double doors) and wait for a staff member to assist you. For everyone's safety the following carpool rules will need to be followed by everyone:

1. Cell phone use is not permitted. We will not load or unload your child if you are on the phone.
2. Passing and/or going around another car is not allowed. Once you enter the carpool lane you will have to follow the traffic pattern until you can safely exit the parking lot.
3. Please enter and exit from Rogers Road as this helps with traffic flow.
4. At drop off, parents are required to stay in their vehicles, and they must display their carpool tag in either the passenger side window or the right side of the windshield, so their child's name is clearly visible. Please simply write "Xplore" and your camper's first and last name on a sheet of plain white paper to display for staff helping with carpool to see clearly and quickly which program you are dropping off for.

A staff member will come to the passenger side window and go through a health check with the parent about the child. Circumstances in which a child may not stay at camp:

1. If you answer yes to any of the questions regarding the health status of your family
2. If we take a temperature and it is 100 or higher
3. If the child is exhibiting any signs of not feeling well (flushed cheeks, fatigue, extreme fussiness, chills, shivering, sweating, achiness, headache, not eating or drinking, or not engaging in play when they normally do).

It will be discussed how long your child will need to be home before coming back to camp. This will be dependent upon the reasons why they are not allowed to attend.

Once it is assessed that your child is well enough to attend, a staff member will open the car door and help your child exit the vehicle with any items that need to come into camp (please limit what your child brings to camp so as not to share germs from home to camp and back again). Children's hands will be sanitized at this time. We will also require them to have a mask on as they enter the building. Masks will be worn for certain parts of our day when social distancing is impossible or unlikely. If we are in an environment or situation when the mask is not needed, we will not require them to wear it. The child will be escorted to camp where their teachers and friends are waiting in the Children's

Center. Once children arrive in the Children's Center, they will need to put their items away at their "home base table" with only one other camper (sibling if available) and wash their hands.

**Pick-up procedures**

Pick up procedures will be similar to drop-off. Please follow the same carpool traffic patterns and have your carpool tag visible. Children will be brought out as vehicles enter the Drop Off/Pick Up Zone. Staff will walk your child to the vehicle, open the door for them, and help them into their seat. Due to liability issues, staff are not allowed to buckle children into their seats. For the safety of your child, please pull forward to the designated buckle zone and make sure they are properly buckled in.

Carpool staff will be looking for cars in the pick up area starting at 4:30pm. If you arrive for pick up anytime before 4:30pm, please call the Xplore office at 919-229-0196 and let us know that you are out front or close by. If you are using extended care from 5:00-5:30, please wait patiently in the circle at pick up time. The teachers will be watching for you during this time and will bring your camper out to you with their belongings.