

## DISMISSAL PROCEDURE



Family Name: \_\_\_\_\_

Child(ren): \_\_\_\_\_ Grade \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For the safety of the children, and to avoid confusion at the end of the day, we are asking that you designate your child's mode of transportation to and from school. Check below where your student typically goes at the end of the school day. If there are changes to this routine, you must send a note to your child's teacher and to the school office so we can properly dismiss your child each day. **(Please choose only one.)**

\_\_\_\_\_ Carpool

\_\_\_\_\_ Bicycle

\_\_\_\_\_ Walk

\_\_\_\_\_ Extended Day

(Extended Day Registration Forms **MUST BE** on file **BEFORE** you can use this program.)

### **Authorization to Pick Up Students:**

Name 1 \_\_\_\_\_ Relationship \_\_\_\_\_

Name 2 \_\_\_\_\_ Relationship \_\_\_\_\_

Name 3 \_\_\_\_\_ Relationship \_\_\_\_\_

Is there anyone ***NOT*** authorized to pick up your student(s)? \_\_\_\_\_ Yes \_\_\_\_\_ No

**Return this completed form to the school office by August 23. This information must be collated and provided to each classroom teacher prior to our first day of school on August 27 so that they will know how to dismiss your child(ren) at the end of each school day.**

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

August 2018