



2017-2018

Dismissal Procedures

Parent Pickup/Car Riders

In an effort to continue to better support our community and keep our students safe, we are continuing to add a step to our dismissal procedures for all students who are car riders. All students being picked up at dismissal will require a sign in the vehicle that will match a sign held by that student. This will ensure that all students are getting into the proper vehicle and that the individual in the vehicle has permission to pick up the child/ren. All students will receive two car signs to take home for display in the vehicle dashboard. If you need more, please let the office know and we will be happy to print more. Students will have a sign that they get from the class daily. We will retrieve this sign upon your student safely getting into his/her vehicle. The student will be standing on the sidewalk by his/her grade level, holding the sign, and looking for his/her car. Once all of the cars have pulled up as far forward as possible, we will then begin matching car signs to students. This is a new procedure that we began last year. It was a huge help in knowing our students are safely getting to where they need to go. In the event that you need another sign, another relative/friend (with permission that has been communicated to the office) is coming to pick up your child or you simply forgot the sign, we will wait and pull those cars all the way to the front of the car line until we can verify with the office that the proper person/s have permission to transport our students. This is not meant to be a hassle, it is truly meant to increase our security measures for our students. We greatly appreciate your help with the continued support of this procedure. Thank you!

FOR MORE INFORMATION CONTACT: RCE OFFICE @ 636-980-1800