

# My Child's Arrival and Dismissal Procedures 2018-2019

## Cradlerock Elementary School

Please take a moment to complete this form for EACH of your children that attend Cradlerock. Teachers will use this information to place a wristband label on your child's backpack on the first day of school. We ask that you deliver this form to your child's teacher at Open House on August 31st at 1:15pm or send it with your child on the first day of school.

Name of Person Completing Form \_\_\_\_\_ Relationship to Child \_\_\_\_\_

Child's First and Last Name \_\_\_\_\_

Child's Grade Level for 2018-2019 \_\_\_\_\_

### **ARRIVAL Procedures**

Note that staff are not on duty until 7:55. It is best to arrive between 7:55 and 8:03 each day to set your child up for success. This ensures that students are unpacked and seated when instruction starts at 8:15.

How will your child **ARRIVE** to school each day? Please check ONE.

- CAR
- WALK
- BUS            Bus Number: \_\_\_\_\_
- CA Before Care
- Daycare Van    Name of Van: \_\_\_\_\_

### **DISMISSAL Procedures**

To ensure a safe and orderly dismissal each day, it is important to stay as consistent as possible with how your child gets home. Please read the descriptions below to gain a better understanding of how children are dismissed. Dismissal occurs between 2:40-2:45. We ask that all students are picked up no later than 2:55.

WALKERS are dismissed to the grade level blacktop each day by classroom teachers.

CAR RIDERS and VAN RIDERS are dismissed to the large parking lot/car loop each day by grade level paraeducators. Parents picking up students by car should not park or get out of the car. If you choose to park in a parking space and walk to pick up your child, please label your child as a walker.

BUS RIDERS are escorted directly to their assigned bus.

CA After Care students are escorted to the cafeteria.

How will your child **DISMISS** each day? Please check ONE.

- CAR            First and Last Name and relationship of person picking up: \_\_\_\_\_
- WALK        First and Last Name and relationship of person picking up or write "walk alone": \_\_\_\_\_
- BUS            Bus Number: \_\_\_\_\_
- CA Before Care
- Daycare Van    Name of Van: \_\_\_\_\_