



Dismissal Form for: _____
Class # _____

Please complete this form and return to your child’s teacher on the first day of school!

PK - 5th Grade: Dismissal is outside the school, rain or shine.

Please make sure we know your child’s dismissal routine for each day:

- If your child will be picked up by you or another caregiver, please indicate the person’s name and include contact information (cell phone number is ideal).
- Finally, if you or your caregiver is running late, please call the school so we know when to expect someone and can alleviate your child’s worries. **In general, please do not be late. We do not provide child care past dismissal.**
- PK-3rd Grade students who are not picked up promptly will be escorted to the lobby. **Please make every effort NOT to be late.**
- Fourth & fifth graders will be escorted outside where their teachers will say good bye to them. If students are not walking home on their own and an adult is not there to pick them up, they can wait in the lobby until someone arrives.
- **PLEASE INFORM US IN WRITING if there is a change in this schedule by sending a note to your child’s classroom teacher. If the change is a permanent one (change of babysitter, etc.), you ‘ll need to resubmit this form to your child’s classroom teacher.**

DAY OF WEEK	Person picking up/Cell Phone #
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

Please indicate the name, number and relationship of any other additional people authorized to pick up your child after school. We recommend including at least one other Peck Slip parent.

 Name Phone Relationship

 Name Phone Relationship

Parent/Guardian Signature _____ Date _____