

## WALNUT STREET SCHOOL – Student Dismissal/Supervision Policy

As per district policy 8601, pupil supervision after school dismissal, all parents have the option of requesting that their child not be released to walk home after dismissal unless the pupil is released to the parent(s), or legal guardian(s) or escort(s) designated by the parent(s) or legal guardian(s). Furthermore, at the Walnut Street School as per the handbook, all Kindergarten, 1<sup>st</sup> and 2<sup>nd</sup> graders should be picked up by their parent(s) or legal guardian(s) or escort(s) on a daily basis unless other arrangements have been made through the principal's office. As a result the following guidelines will be adhered to in order to address this policy.

All parents will complete a "Student Dismissal Information Form" at the beginning of the school year, as will all incoming transfer students through out the year. This will document what students can walk home on their own as compared to those that should not be released without parent(s) or guardian(s) or escort(s). The principal's office will maintain these original documents and will provide each teacher with a comprehensive list of their respective students with regards to their dismissal disposition.

At dismissal time, 3:00pm, each teacher will be responsible for seeing children out of the building and off the school grounds. Once a majority of the students have been dismissed/picked up, the remaining students will be brought to the main office by their teacher or teacher designee.

At that point the main office staff will be responsible to monitor and supervise the students until they are picked up from the main office by their parent(s) or guardian(s) or escort(s).

If a student consistently is not picked up from school in a timely fashion on a regular basis the building Principal has the right to schedule a meeting with that child's parent(s) or guardian(s) to address this issue and develop an alternative plan.

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