

RELEASE OF STUDENTS DURING THE SCHOOL DAY

1. Only people listed on student information will be allowed to check in/out and/or pick up a child.
2. A child will be released to a friend or relative only with the written permission of the parent/guardian listed on student information.
3. It is the parent's responsibility to notify the school (by copy of legal custodial paperwork) if one parent cannot check out or pick up a child.
4. If a child is considered "independent" (not living with parent/guardian), it is the parent's responsibility to notify the school that the student may check in and out him/herself. The parent must put in writing that the student is independent and parents do not need to be called in regard to check in/out and absences.

Adopted: 06-03-93