

WASHINGTON ELEMENTARY SCHOOL
Unannounced Early Dismissal Procedures - 2018-2019

August 27, 2018

Dear Parents/Guardians:

On occasion during the school year unexpected conditions arise causing an unannounced early dismissal of our children. On these days it is very important that your child know what type of transportation arrangements have been made for him/her. Please take time to develop a plan of action that will ensure his/her safety. It is also recommended that you discuss this plan with your child so he/she knows what to do.

Sometimes on unannounced early dismissals parents need different busing arrangements for their child. We ask that all parents/guardians complete the form below and return it to the classroom teachers by **Friday, September 7, 2018**. It is also important that your child's teacher understands the busing arrangements on unannounced early dismissal days.

All early dismissals are announced through multiple sources (see the handbook for a complete list). Please understand that in the event of an early dismissal, we cannot make individual phone calls to notify you or to determine what your child should do.

Thank you for your cooperation.

Sincerely,



Christopher J. Iacobelli
Principal

----- ✂ Return to School -----

Unannounced Early Dismissal Procedures

Please complete and return this form to your child's teacher by **Friday, September 7, 2018**.

Student Name: _____ Teacher Name: _____

Check the appropriate transportation arrangements for unannounced early dismissals.

My child should take the usual bus.

My child should **take a different bus**. *Transportation deviation must be on file in the office.*

Bus Number: _____ Bus Stop: _____

My child will be parent pick up.

Who will pick up: _____
(Name and relationship to child)

Parent/Guardian Signature _____ Date: _____