

PLEASE READ:
NEW PROCEDURE FOR
TRANSPORTATION CHANGES

As stated in the CPSC Parent Handbook, section 6 (6.5):

“If your child is to leave *with anyone other than his/her parent or regular driver*, including another CPSC parent, you *must send a note* to the teacher indicating the name of the person who will pick up your child. Please plan ahead.”

and

“If you must change transportation arrangements after your child is at school, please notify the school office no later than 2:30pm. For safety reasons, the school office will call the authorized adult to verify changes.”

NEW THIS YEAR:

The procedure for leaving with a different driver will include the student presenting a permission slip to the teacher on car line duty. If they do not have the permission slip, we will not allow them to get in the car. This is for the safety of our children.

Students should still take their notes to their teacher. The teacher will have the note taken to the front office. A yellow SUNSHINE DISMISSAL PASS will be made and kept at the front office. At dismissal time, students who have permission to leave with a different driver will be called to the office to get their yellow SUNSHINE DISMISSAL PASS.

A yellow SUNSHINE DISMISSAL PASS will also be issued as stated above if a parent calls prior to 2:30pm for unforeseen changes.