

Student Last Name

Student First Name

Grade



## STUDENT DAILY DISMISSAL PROCEDURE

*A form must be completed for each student.*

My child will be dismissed at the end of each school day according to the plan outlined below. It is my understanding that it is my responsibility to notify the school in writing via a signed note to the student's teacher, via fax (518-842-0217) or e-mail (megnas@smik8.org), of any change(s) to the plan outlined below. In order to ensure that the change will be honored, the school must receive notification no later than 1:00 p.m. on any day that a change is made.

Parent or Guardian Signature

Parent or Guardian Print Name

Date

**MONDAYS** *Please circle only one.*

Bus            After School Program\*

Walk           Cafeteria Pick Up\*

After School Club\* \_\_\_\_\_

**TUESDAYS** *Please circle only one.*

Bus            After School Program\*

Walk           Cafeteria Pick Up\*

After School Club\* \_\_\_\_\_

**WEDNESDAYS** *Please circle only one.*

Bus            After School Program\*

Walk           Cafeteria Pick Up\*

After School Club\* \_\_\_\_\_

**THURSDAYS** *Please circle only one.*

Bus            After School Program\*

Walk           Cafeteria Pick Up\*

After School Club\* \_\_\_\_\_

**FRIDAYS** *Please circle only one.*

Bus            After School Program\*

Walk           Cafeteria Pick Up\*

After School Club\* \_\_\_\_\_

**PLANNED EARLY DISMISSALS** *Please circle only one.*

Bus            After School Program\*

Walk           Cafeteria Pick Up\*

After School Club\* \_\_\_\_\_

**WEATHER-RELATED EARLY DISMISSALS**

*Note: When it is necessary for the Greater Amsterdam School District to close early, SMI will also close early. Please listen to local radio and television stations to receive this information. After School Program & Clubs do not operate when SMI must close early due to inclement weather. Please circle only one.*

Bus            Walk            Cafeteria Pick Up\*

**\*AUTHORIZED PICK UP INFORMATION**

*Please list all individuals, including you, who are authorized to pick up this child. Authorized individuals will be issued a card by SMI and may have to provide photo identification if asked. Please print.*