



# Avon School

www.AvonSchool.com

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**This form must be complete and submitted to the Main Office BEFORE the first day of school. Students without a Dismissal Procedure Form WILL NOT be released and held in the Main Office until Parent/Guardian pickup.**

## Dismissal Procedures Form

Due to recent court decisions regarding the level of responsibility of schools for children after dismissal, it is important that our school has clearly defined dismissal procedures for students. Take a moment to review and complete the **Avon School Dismissal Procedures Form**. Complete a separate form for each student - this information will direct school personnel on how to dismiss your child.

*By completing this form, I understand the following:*

1. I and/or my designated escort will meet my child daily at the location designated by my child's teacher
2. This request shall be for **every school day, including half days and early closings** due to emergencies and **shall be applicable for the entire school year**.
3. Escorts may include older siblings, older friends, or other adults. These will be the **ONLY** people my child will be released to for dismissal
4. I or my designated escort agrees to pick up my child(ren) at 2:59pm on full days of school and at 12:15pm of half days of school.
5. If I or my designated escort is not present, my child's teacher will initiate calling my emergency contacts. My child will wait in the main office until emergency contact is made and my child is picked up
6. Changes to this Dismissal Procedure Form **can only be made in writing and may not be made via a phone call to the main office.**

Please select **ONLY ONE** of the following options:

**OPTION A: "WALKER"**

\_\_\_\_\_ in Grade \_\_\_\_\_ may be dismissed / walk home unescorted  
*(please print student name)*

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

OR

**OPTION B: "ESCORTED"**

\_\_\_\_\_ in Grade \_\_\_\_\_ will be picked up / escorted by:  
*(please print student name)*

In addition to a parent/guardian, you may designate up to three escort(s) for your child:

Escort Name: \_\_\_\_\_

Escort Name: \_\_\_\_\_

Escort Name: \_\_\_\_\_

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_