

Walter G. Nord School

After-School Student Pickup Procedure

(students released at 3:20)

If you are picking up your child after school, the following procedures have been established to provide the safest environment possible for our students:

1. ALL families must be registered with our PikMyKid program. We strongly encourage those picking students up to also have the PikMyKid app downloaded to phones as it will be used to check in at the school upon arrival.
2. Parents/guardians will designate a pick up person by 3:00 on the day of pick up.
3. The person you've designated as picking up your child will pull around to our back parking lot which opens at 3:00. When it is their turn to stop at the STOP SIGN, they will announce themselves on the PikMyKid app. (Please DO NOT announce before you reach the stop sign. This puts your child in the wrong spot in the pick up line.)
4. Staff will direct you into the correct lane. Please pull as far forward as you can keeping the lines as straight as possible.
5. A staff member will be outside assisting and to make sure people are in the correct order.
6. Please bring your ID and be prepared to show it to a staff member if you do not have the PikMyKid app downloaded to your phone. You will be parked in a different line so we can check to make sure you are the assigned designee.
7. Once all students are in their cars, the lanes will be dismissed.
8. If there are still more cars waiting to pull in, the process will begin again starting with lane one.
9. If you need to change your child's dismissal outside of the PikMyKid cut off time, you will need to come into the office to do so. Dismissal changes CANNOT be taken over the phone.

Expect dismissal to run a little longer than necessary over the course of the first week while we establish these routines.