

WILSON ELEMENTARY SCHOOL

This is a reminder to all parents and/or guardians regarding the safety and security of our building. Student and staff security is a priority at Wilson School. That said, the new district policy this year requires:

1. **Parent/Guardians to present their identification for entry into our building.** This includes visitation, pick-ups, and school celebrations. Without identification, you will not be able to pick up your child/ren or enter our building.
2. Early pick-ups **require notification using this letter form.** This notification is required and accepted before or up to 10 am of the day of pick-up. **Each child will utilize a separate form.**
3. We need the **full name of the adult that plans to pick-up a student.**
4. **PLEASE NOTE: Without this form, parent phone calls for student dismissal will be honored ONLY in an emergency.**

My child is being picked up today at (Time): _____ **DATE** _____

Student's Name (Print) _____ **GRADE** _____

Teacher's Name (Print) _____

Parent's Name (Print) _____ **CELL #** _____

Signature of Parent _____

Person Picking Up Student _____ **(ID REQUIRED)**

Relationship to Student _____