

NMHS Bridges Arrival and Dismissal. Information for Parents/Guardians

It is very important that you read and understand this information. If you have any questions, please contact

- CVSU Afterschool director Cara Sargent at csargent@cvsu.org or 802-433-7060 or
- NMHS Bridges site coordinator Ryan Harlow at rharlow@cvsu.org or 802-433-7062.

Middle- and high-school students generally have more freedom of movement and personal accountability than younger students. However, we at Bridges remain responsible for the safety and well-being of our enrolled students during program time. It is crucial that we know where our students are when they are enrolled in Bridges. Communication with parents/guardians is essential. **Please ensure that the site coordinator has a working phone number and email where you can be reached during program time.**

Arrival:

Bridges staff will make a good-faith attempt to maintain continuity of supervision whenever the start of Bridges programming immediately follows school-day dismissal. There is no offer nor expectation of Bridges-provided tracking before or after the Bridges program when that programming is not contiguous with the school day (e.g., weekend activities, evening rehearsals and performances, etc.).

- **If your child is present at school but will not be attending Bridges** on a day that they are enrolled, *please notify the site coordinator before 2:45 p.m.*
 - If you do not notify the site coordinator of your child's absence from Bridges on a day when they are enrolled in Bridges and attended school, we will assume that the student is not where they are supposed to be. We will attempt to notify you using the contact information you provide.
- **If your student comes to Bridges on a day when they are not enrolled**, the site coordinator will attempt to contact you for permission for the student to stay.
 - If the site coordinator cannot reach you, the student will be allowed to stay and will be expected to go home via their usual means at regular dismissal time.
- **If you would like to give your child the choice to opt out of Bridges** programming at the child's discretion, you may sign the Student Opt-Out Permission statement.

Except in cases of heightened safety concern (e.g., a medical emergency, natural disaster, participant exhibiting concerning behaviors), the following steps shall be considered an adequate good-faith attempt to communicate unexpected absence or attendance to a guardian.

1. Staff will attempt to contact you using the primary phone number you provide, and will leave a voicemail if you do not answer (and if voicemail is functioning).
2. If staff are unable to reach you (or leave a voicemail) at the primary phone number, staff will send an email to your primary email address.

Note that the site coordinator's duties and responsibilities may prevent them from calling parents/guardians immediately upon the start of program; they will call as soon as possible.

- **Parents/guardians who repeatedly fail to answer or return phone calls and/or emails requesting parent/guardian permission or confirmation will be required to sign the Student Opt-Out Permission.**

Dismissal:

Notwithstanding any special arrangements made between guardians and the Bridges site coordinator, Bridges staff will release participants no earlier than ten minutes prior to the scheduled end of programming (which is 5:00 on a normal school day). In consistency with NMHS school-day and bussing policy/practice, students attending NMHS Bridges (grades 6 and up) will be released without the requirement of a guardian's presence at dismissal time.

- Guardians who wish for their child to be released exclusively to themselves (or to another person authorized by themselves) may provide the Bridges site coordinator with a written statement to that effect.

NMHS Bridges Student Opt-Out Permission

My child _____ has my permission to attend or not to attend Bridges, on any given day, at my child's discretion. I understand that, by signing this form, I exempt Bridges staff from notifying me if my child

- does not come to Bridges on a day when they are enrolled, or
- leaves Bridges during program time, or
- does come to the Bridges program on a day when they are not enrolled.

I will notify the site coordinator in writing if I revoke this permission.

Parent/Guardian's Name (print)

Parent/Guardian's Signature

Date