

COWLISHAW STUDENT DEPARTURE INFORMATION

To ensure the safe dismissal of our students, we ask that parents complete the following information so that we may have accurate dismissal information for your child. Please complete this form and return it to your child's teacher. It is **VITAL** that you inform your child's teacher, in writing, or by calling the main office no later than 3:00 PM when a last-minute change in your routine occurs. Young children often get confused, so we will not allow a change in dismissal routine without parent permission. **Therefore, unless we hear from you directly, we will follow exactly what is on this sheet.** This is for your child's safety. If there is a permanent change, a new Departure form may be obtained from the office. **Please try to avoid changes to the weekly routine.**

Student's Name: _____ Grade _____ Teacher _____

Parent/Guardian's name: _____

DAILY DEPARTURE SCHEDULE

	<u>Bus #</u>	<u>Walker</u>	<u>Car Rider</u>	<u>Daycare Name</u>	<u>YMCA</u>
Monday		Door #			
Tuesday		Door #			
Wednesday		Door #			
Thursday		Door #			
Friday		Door #			

Walker Doors: Door #10 (Kindergarten Only), Door #2 (Front East Door), Door #11 (Back of building)

Wednesday 8:50 AM Arrival

I will need to drop my child off at 8:50 AM on Wednesday mornings. I understand that I will need to sign my child in at the gym every Wednesday morning.

YES

NO

CARPOOL: THE FOLLOWING PEOPLE HAVE PERMISSION TO PICK-UP MY CHILD FOR TRANSPORTATION PURPOSES

Name _____ Phone _____

Name _____ Phone _____

Parent/Guardian

Signature: _____

Date _____