

POLICY

PATERSON BOARD OF EDUCATION

OPERATIONS
8601/Page 1 of 5
Pupil Supervision After School Dismissal
M

8601 PUPIL SUPERVISION AFTER SCHOOL DISMISSAL

The Board of Education adopts this Pupil Supervision After School Dismissal Policy as a result of the New Jersey Supreme Court's decision in *Joseph Jerkins, an infant by his Guardian Ad Litem, Charles Jerkins; Charles Jerkins and Toni Jerkins, individually, v. Soweto Anderson; Kemba N. Anderson; John Does 1-10 (fictitious individuals) and ABC Corporations 1-10 (fictitious entities), and Board of Education of Pleasantville Public Schools and Rosemay Clarke*.

The New Jersey Supreme Court, in *Jerkins*, indicated dangers exist for younger pupils at dismissal as children are susceptible to numerous risks, including negligent conduct, when leaving school property. Because of these risks, the Board of Education adopts and requires the implementation of Policy 8601 for the supervision of younger pupils after dismissal. The supervision provisions of Policy Guide 8601 are applicable to parents or legal guardians of pupils attending district-operated schools or programs in grades Prekindergarten to sixth who are not eligible for district-provided transportation after dismissal or are eligible and elect not to use district-provided transportation after dismissal.

Any parent(s) or legal guardian(s) of a pupil attending a district-operated school or program in grades Prekindergarten to sixth, where the pupil is not eligible for district-provided transportation or is eligible and elects not to use district-provided transportation after dismissal may request the school or program not release the pupil to walk home after dismissal unless the pupil is released to the parent(s) or legal guardian(s) or escort(s) designated by the parent(s) or legal guardian(s). The parent(s) or legal guardian(s) requesting their child(ren) only be released to a parent(s) or legal guardian(s) or parent(s) or legal guardian(s) designated escort after dismissal must submit a completed Request for Supervision at Dismissal from School Form to the Principal or designee, or program administrator.



POLICY

PATERSON BOARD OF EDUCATION

OPERATIONS
8601/Page 2 of 5
Pupil Supervision After School Dismissal
M

The Form shall be made available in the Main office of the school building or the location of the program.

All parents must return a form indicating either "yes or no" to their child(ren) being held at dismissal until escort arrives.

In order for the school administration to effectively implement the requirements of this Policy and to ensure the safety and security of pupils that will be released to a parent(s) or legal guardian(s) or designated escort, the parental request shall be applicable for every school day and shall apply for a duration period of the entire school year. The Request Form must be re-submitted at the end of the duration period. In addition, a parent(s) or legal guardian(s) may rescind their Request by submitting a written request to the Principal or program administrator indicating the date in which the parent(s) or legal guardian(s) no longer requests the school provide supervision of their child(ren) after school dismissal. The child(ren) will be dismissed in accordance with typical dismissal protocol effective the date indicated in the rescinding request.

The Principal or designee, or program administrator upon receiving the Request for Supervision at Dismissal from School Form, shall notify the appropriate school staff member(s) who has supervision of the pupil at dismissal time at the end of the school day of the parent's or legal guardian's request. The supervising staff member that receives such notice shall retain supervision of the pupil when other pupils are dismissed from school at the end of the school day.

Each Principal or program administrator will develop and implement a written Pupil Supervision After School Dismissal Plan for their school building or program location. This Plan shall include the school building's or program's supervision procedures for pupils at the end of the school day to the designated area in the school building or program and the location of the designated area in the school building or program. The Plan shall be based



POLICY

PATERSON BOARD OF EDUCATION

OPERATIONS
8601/Page 3 of 5
Pupil Supervision After School Dismissal
M

on the school's or program's ability to provide supervision, the accessibility for the parent(s) or legal guardian(s) or designated escort to pick-up the child without disrupting dismissal of the remaining school population, and other considerations unique to the school building or program location. The school's or program's Pupil Supervision After School Dismissal Plan shall be provided to all parent(s) or legal guardian(s) that have submitted a Request Form.

In the event the parent(s) or legal guardian(s) or designated escort does not arrive to pick up their child(ren) after the dismissal time of school, the Principal or designee will attempt to contact the parent(s) or legal guardian(s) using the district's emergency call procedures.

The pupil(s) shall be supervised by school staff in the designated area of the building and will only be released when the parent(s) or legal guardian(s) or designated escort arrives to pick up the pupil and signs the pupil out of school.

In order to ensure the safety of other pupils being dismissed from school in accordance with typical school dismissal protocol, to limit interaction of parent(s) or legal guardian(s) or designated escorts with other pupils within the building, and to avoid traffic and vehicular safety problems outside the school building, the Principal or program administrator may prohibit the parent(s) or legal guardian(s) or designated escort from entering the school building until a time period after school has dismissed or until school buses and other vehicular traffic have cleared the school site. This determination shall be made by each Principal or program administrator after considering the unique circumstances at the school building and the building's typical dismissal protocol.

In the event of an emergency such that, when an unforeseen event prevents a parent or legal guardian or designated escort from arriving for the child(ren) at dismissal within the time



POLICY

PATERSON BOARD OF EDUCATION

OPERATIONS
8601/Page 4 of 5
Pupil Supervision After School Dismissal
M

period designated by the Principal or program administrator, the pupil will be relocated to the Main Office in the school building and will remain in the Main Office supervised by the Main Office staff until the parent(s) or legal guardian(s) or designated escort arrives and signs the pupil out of school.

For schools that have after-school programs and elect to use the after-school program for the supervision of children who are not permitted to walk home alone unless escorted by a parent(s) or legal guardian(s) or designated escort pupils shall be supervised by school staff after school dismissal to the location of the Board-approved after-school program. The staff member(s) of the after-school program will assume supervision of the pupil and will only release the pupil when the parent(s) or legal guardian(s) or designated escort arrives in the designated area in the after-school program and signs the pupil out of school.

In order to ensure the safety of other pupils being dismissed from school in accordance with typical school dismissal protocol, to limit interaction of parent(s) or legal guardian(s) or designated escorts with other pupils, and to avoid traffic and vehicular congestion outside the school building, the Principal or program administrator may prohibit the parent(s) or legal guardian(s) or designated escort from entering the school building until a time period after school has dismissed or until school buses and other vehicular traffic have cleared the school site. This determination may be made by each Principal or program administrator after considering the unique circumstances of the school building and the building's typical dismissal protocol.

In the event of an emergency such that, when an unforeseen event prevents a parent(s) or legal guardian(s) or designated escort from arriving for the child(ren) at dismissal within the time period designated by the Principal or program administrator, the pupil will remain under the supervision of the after-school program until the parent(s) or legal guardian(s) or designated



POLICY

PATERSON BOARD OF EDUCATION

OPERATIONS
8601/Page 5 of 5
Pupil Supervision After School Dismissal
M

escort arrives and signs the pupil out of school. In this circumstance, when the parent(s) or legal guardian(s) is excessively and habitually late the District may call the Police Department and the Division of Youth and Family Services (DYFS).

The school will provide parent(s) or legal guardian(s) information regarding any supervised after-school services, if any, that may be available to pupils at the school's facilities after formal school dismissal.

This Policy shall be published in pupil/school handbooks. In addition, the school district shall provide to parent(s) or legal guardian(s) in the beginning of the school year, the school's calendar to include the starting and dismissal times for full session, half-session, and early dismissal days due to weather or other emergencies. Parent(s) or legal guardian(s) shall be required to return to the school a signed acknowledgement of receipt of the pupil/school handbook, which shall include this Policy and the school calendar. In addition, any changes to the school's calendar made during the school year shall also be provided to parent(s) or legal guardian(s).

Adopted: 20 August 2008





PATERSON PUBLIC SCHOOLS

33-35 Church Street
Paterson, New Jersey 07505



Request for Supervision at Dismissal From School For Pupils in Grades Prekindergarten to Sixth

_____ **NO**, I do **not** require my child(ren) to be held at dismissal until escort arrives.

_____ **YES**, I do require my child(ren) to be held at dismissal until escort arrives (complete form).

Parent/Legal Guardian Name: _____

Phone Numbers: _____, _____, _____
Home Work Cell

Child's Name/Grade _____ Teacher's Name _____

Child's Name/Grade _____ Teacher's Name _____

Child's Name/Grade _____ Teacher's Name _____

In accordance with Board of Education Policy, I am requesting my child(ren) listed above not be permitted to walk home from school alone unless escorted by a parent or an escort. Therefore, I am requesting the school only release my child(ren) listed above to a parent/legal guardian or the escorts I designate. I acknowledge I have received and reviewed Board Policy 8601 and understand my obligations in authorizing the school district to maintain supervision of my child(ren) after school dismissal including, but not limited to:

1. I and/or my designated escort may not be able to enter the school building until a time designated by the Principal or program administrator, which may be after other children are dismissed from school.
2. I and/or my designated escort will enter the school building and go directly to the location in the building the Principal or program administrator designates to pick-up my child(ren). I or my designated escort will leave the school building promptly upon picking-up the child(ren).
3. I understand this Request shall be for every school day, including half-session and early closing days due to emergencies, and shall apply for the duration of time designated in Board Policy 8601.
4. I acknowledge a parent or designated escort is provided permission to enter the school building for the purpose to pick-up their child(ren). I or my designated escort agree to pick-up my child(ren) in accordance with the timelines established by the Principal or program administrator.

The following persons are designated to pick up my child(ren) after school dismissal in accordance with the terms of Board Policy 8601:

Parent/Legal Guardian: _____

Escorts: _____

Phone Numbers: _____, _____, _____
(escorts) Home Work Cell

Parent/Legal Guardian Signature: _____ Date: _____



PATERSON PUBLIC SCHOOLS

33-35 Church Street
Paterson, New Jersey 07505



Permiso de Supervisión para abandonar la escuela Para los estudiantes de "Pre-Kindergarten" al sexto grado

_____ **NO**, requiero que mi hijo(a) sea(n) retenido(s) en la escuela hasta que llegue el acompañante.

_____ **SI**, requiero que mi hijo(a) sea(n) retenido(s) en la escuela hasta que llegue el acompañante
(llene la forma)

Nombre del Padre/Madre/Guardián: _____

Números de teléfonos: _____, _____, _____
Casa Trabajo Celular

Nombre del estudiante/grado: _____ Nombre del Maestro _____

Nombre del estudiante/grado: _____ Nombre del Maestro _____

Nombre del estudiante/grado: _____ Nombre del Maestro _____

De acuerdo a la póliza y términos del Distrito Escolar, requiero que mi hijo(a) mencionado arriba no sea(n) permitido(s) abandonar el recinto educacional o caminar solo(a) a la casa a menos que sea escoltado por uno de los padres o acompañante. Por lo tanto, autorizo a la escuela para que permita salir a mi hijo(a) mencionado(s) arriba, solamente con el padre la madre o el guardián. Reconozco que he recibido y revisado la póliza 8601 y entiendo mis obligaciones en autorizar al Distrito Escolar a mantener la supervisión de mi hijo(s) después del término del día escolar, incluyendo, pero no limitado:

1. Yo o mi acompañante designado no podremos entrar al edificio antes del tiempo indicado por el Director o Administrador del programa, que puede ser hasta después de que los otros niños hayan abandonado la escuela.
2. Yo o mi acompañante designado entraremos al edificio e iremos directamente al sitio señalado por el Director o Administrador del programa para recoger a mi hijo(s).
3. Entiendo que esta petición será válida para cada día del año escolar, incluyendo medio-día o salidas tempranas debido a emergencias y debe ser aplicada de acuerdo a lo señalado en la póliza 8601 del Distrito Escolar.
4. Reconozco que el padre, la madre o acompañante designados les está permitido entrar al edificio con el propósito de recoger a su hijo(s). Yo o mi acompañante estamos de acuerdo en recoger a mi hijo(s) de acuerdo con lo establecido por el Director o Administrador del programa.

Las siguientes personas han sido designadas para recoger a mi hijo(s) al término del día escolar de acuerdo con la póliza 8601 del Distrito Escolar.

Padre/Madre/Guardián: _____

Acompañantes: _____

Números de teléfonos: _____, _____, _____
(acompañantes) Casa Trabajo Celular

Firma del Padre/Madre/Guardián: _____ Fecha: _____