Bangor Area School District

DEFRANCO ELEMENTARY SCHOOL

267 5 POINTS-RICHMOND RD
BANGOR, PENNSYLVANIA 18013

BUILDING LEADERS - BREAKING BARRIERS - BRIGHTENING FUTURES

Phone: (610) 599-7013 **Fax: (610) 599-7041**

KIMBERLY KOCHANSKI
Principal

RADHA ERICSON
Asst. Principal

DANIELLE HAYES
Nurse

ALLISON SCHRAY
Counselor

Parent Pick-Up Information

Dear Parent(s)/Guardian(s),

DeFranco Elementary School has a Parent Pick-Up dismissal procedure to increase the safety of our students and the overall security of our school. EVERY **family** has been assigned a number. This number is specific to DeFranco and is assigned to your family **only**.

Numbers:

- **UPDATE: Students will be dismissed at 3:00pm. If parents are picking up multiple students from other BASD Elementary schools, we advise starting at Five Points/Washington first.**
- You must complete the Parent Pick-Up form and pick up your number cards before you can participate with Parent Pick-Up.
  - Visit the DeFranco office to complete this form prior to the beginning of the school year.
  - This will ensure there are no issues if a need arises and you must pick your student up through parent pick-up. (Ex: In an unexpected situation, the form is then already filled out and you have your number available to you.)
  - You may also fill out the form during **DeFranco Open House August 19, 2025, 4:30-6:30pm.**
- You must send note with your student(s) on the day they will be parent pick up or call (followed up with an email to the office) before **2:00pm**.
- If your student will be participating every day, **please send a note at the beginning of EVERY school year**.
- If someone other than **YOU** is picking up your student:
  1. Send a note to school with the name of the person picking up your student.
  2. Make sure your student knows who is picking them up.
  3. Share your number with the person picking up your student (it may be written on large piece of paper)
- Your number must be displayed in the front passenger window so it can be easily seen by our staff on duty.
  - If no number is displayed, you will be required to park in a parking space and come into the front office to sign out your student.
- The first five (5) vehicles will be filled and dismissed. The line will then move forward.
  - No students will be dismissed to vehicles while the line is moving (cars in motion).
- **REMINDER** – Any adult may be asked to show ID and verify vehicles/students.
  - Also, update emergency contacts if your student(s) will be going home with another family/different caregiver.

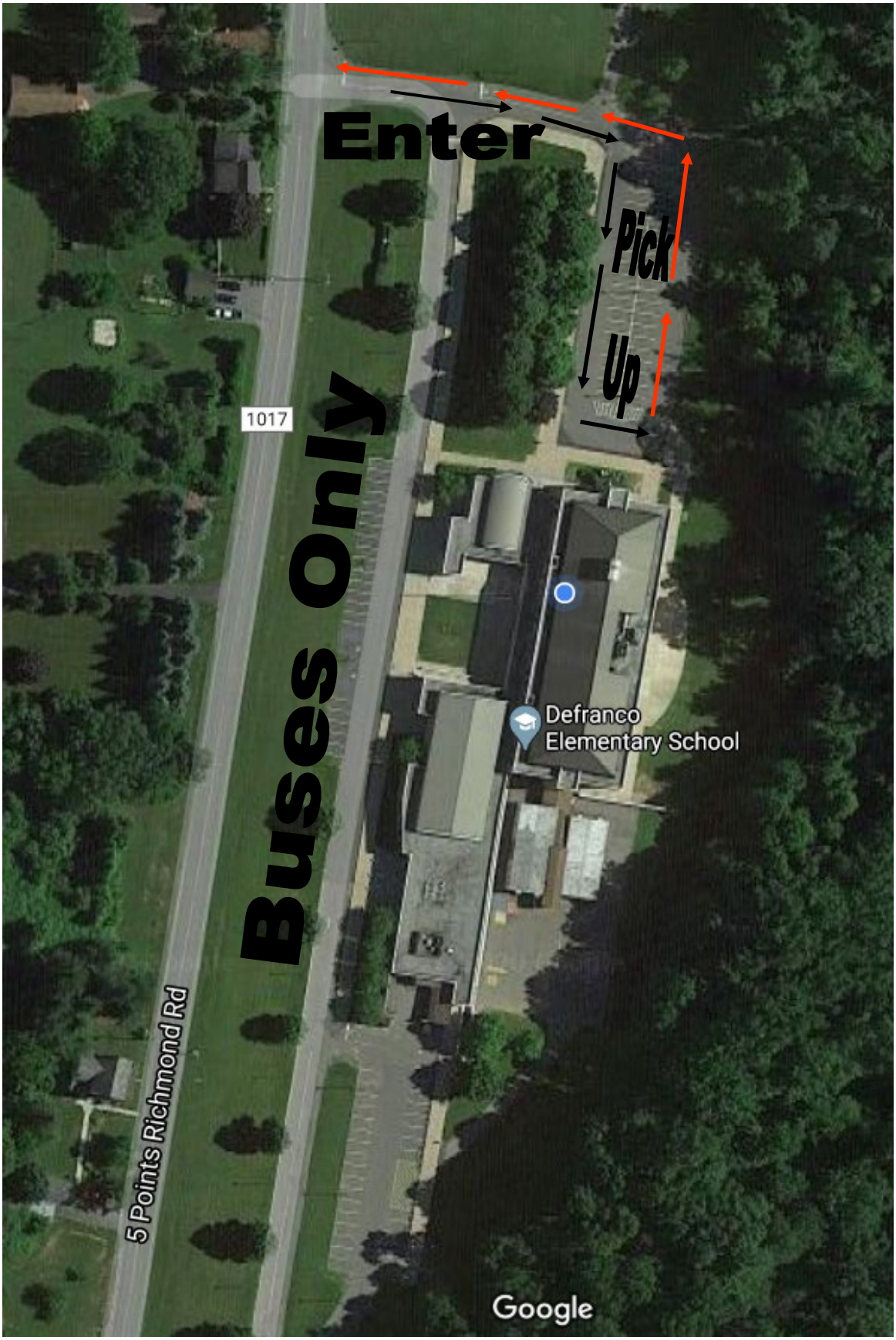
PICK UP TRAFFIC BEGINS NO EARLIER THAN 2:30PM
MAP/TRAFFIC FLOW (See attached document)

- ENTER: One way ONLY at the North Entrance (closest to DeFranco Library). Drive straight into the parking lot keeping the school building/sidewalk on your right. Pull up to the end of the sidewalk (next to the school).
- EXIT: Loop around the parking lot and exit out the same entrance.

I appreciate your cooperation and support of our procedure and look forward to a successful school year!

Sincerely,

Mrs. Kimberly Kochanski, Principal


Enter
Pick
Up
Buses Only
1017
Defranco
Elementary School
5 Points Richmond Rd
Google

SAMPLE

DeFranco Parent Pick Up

Date: _____ ID: _____

Parent Pick Up/Car ID

Student Name: _____ Homeroom Teacher: _____
Last First

Parent/Guardian's Name: _____ Vehicle Make/Color/Model: _____ License: _____

Parent/Guardian's Name: _____ Vehicle Make/Color/Model: _____ License: _____

I also give permission for the following adults to pick up my student (with pick-up number displayed in vehicle):

NAME **RELATIONSHIP TO STUDENT**

_____

_____

_____

_____

_____

Please check when you will be picking up your student(s).

___ Everyday

Or choose the day(s) for each week.

___ Monday
___ Tuesday
___ Wednesday
___ Thursday
___ Friday

___ As Needed