

TIMBER POINT ELEMENTARY SCHOOL

Danielle Naccarato, Principal
(631) 581-1887

August 2018

Dear Timber Point Parents/Guardians:

The purpose of this letter is to ask your help in providing information pertaining to your child's daily dismissal routine. This information will assist our staff in helping your child arrive at his/her proper destination in a safe and timely manner at the end of each day. **PLEASE BRING THIS COMPLETED FORM TO KINDERGARTEN ORIENTATION ON SEPTEMBER 5TH OR THE FIRST DAY OF SCHOOL, SEPTEMBER 6TH.**

Parents of bus riders, please be aware that if you would like to pick up your child rather than have him/her ride the bus, we request that you send your child to school with your **written permission** indicating your wishes. If your child is being picked up early by someone other than yourself, please be sure to include the name of the person who will be picking up your child. If for any reason you realize during the school day that your child needs to be picked up early, please come into the school prior to our 3:00 p.m. dismissal to sign your child out at the front desk. All visitors should be prepared to show their photo I.D. before entering the building and sign-in at the front desk upon entering the building. **Bus riders will not be released to any adult once the children have been dismissed unless the school is in receipt of the written permission prior to 3:00 p.m. Please do not ask the staff to release a child to you from the bus line as this jeopardizes our safety procedures and delays dismissal for all children.**

Thank you for your continued support and cooperation as we work together to ensure the safety of all Timber Point children. Please feel free to contact me at the number above if you have any questions regarding this information.

Sincerely,
Danielle Naccarato
Principal

DN:dk

Please complete and return the tear off below with your child on the first day of school or Kindergarten Orientation.

_____ (Student's Name) _____ (Grade) _____ (Teacher)
(Please check off and complete as indicated)

Bus Riders (This includes only those children who received bus passes from our Transportation Department for September 2018)

_____ My child will ride the bus every day unless I inform the school otherwise **in writing**.

_____ My child is entitled to ride the bus, however, I will pick him/her up every day.

***Please be aware that once children enter first grade, they are left off at their bus stop regardless as to whether or not they have someone waiting for them at the stop. Please make every effort to meet your child's bus promptly.**

Walkers

_____ My child will walk home every day.

After School Program If your child has been registered for the After School Program, please send a note to your child's teacher on the first day of school indicating whether or not your child will be attending the After School Program on the first day of school.

_____ My child attends the After School Program every day.

My child attends the After School Program on: _____ Mon. _____ Tues. _____ Wed. _____ Thurs. _____ Fri.

On the back of this form, please indicate any alternate plans regarding your child's attendance at the After School Program which may affect transportation at dismissal time (i.e. Alternate transportation home on varied days of the week). Be sure to list specific plans for days of the week, if different.

_____ (Signature of Parent or Guardian) _____ (Date)