

# Daily Car Rider Procedure Stewartsville Elementary



Dear Parent/Guardian,

In an effort to minimize congestion and provide a safe, timely dismissal, we will continue to implement a number system for students (car riders) who are picked up from school on a regular basis in the afternoon. Parents who sometimes walk from home to pick up their children, but plan to drive when the weather is inclement should also get a car rider number. Students are dismissed at 3:30p.m.

Each family will receive two (2) dismissal cards, each card will have a number. The card should be displayed in your car window. We will match the number with our list and then allow your child to walk to your car. You should not leave your vehicle or enter the building to pick up your child(ren). **Only individuals with dismissal cards/numbers will be permitted to pick up your child(ren).** If you have misplaced your dismissal cards/car numbers, please complete the form below and new cards will be issued.

Please complete the form at the bottom of this letter and return to the main office to receive your dismissal cards. Dismissal cards will be distributed the first week of school and throughout the year as forms are completed. **Full Day Kindergarten will automatically receive dismissal cards.**

Sincerely,  
APRIL PREISACH  
Principal

**PLEASE RETURN THIS LETTER TO THE MAIN OFFICE AFTER COMPLETION OF INFORMATION...THANK YOU!!!**

Child's Name \_\_\_\_\_ Room # \_\_\_\_\_

Child's Name \_\_\_\_\_ Room # \_\_\_\_\_

Child's Name \_\_\_\_\_ Room # \_\_\_\_\_

May be picked up by one of the following:

Name \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

**Office Use Only**

Date received:

Number: