

PUPIL SUPERVISION AFTER SCHOOL DISMISSAL (M)

8601 PUPIL SUPERVISION AFTER SCHOOL DISMISSAL (M)

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The Board of Education has a number of pupils that are not eligible for district-provided transportation either to or from school. Such pupils, if not transported to and from school by way of vehicle, walk to and from school, either by themselves or with an escort. The Board recognizes that some pupils, due to their age, may not be able to fully appreciate the dangers that may be present when they are walking unescorted from school after dismissal to either their home or another location. Although it is a parent(s) or legal guardian(s)' option as to whether or not his or her child should be permitted to leave school grounds after dismissal without an escort, the Board shall ensure that pupils are supervised after dismissal in accordance with this Policy.

Dismissal Procedures

- A. Each school Principal, in conjunction with the Superintendent of Schools or his/her designee, shall promulgate specific written dismissal procedures for his/her school building. The dismissal procedures shall, at a minimum, specify:
1. Starting and dismissal times for regular school days, early dismissal days, and/or any other starting or dismissal times whether due to emergencies, weather, or other events;
 2. The number of staff members assigned to pupil supervision duties at dismissal;
 3. The responsibilities of said staff members;
 4. Where the staff members shall be located and/or patrol during dismissal;
 5. How long the staff members will perform such supervision duties;
 6. Designated pick-up areas at each school building;
 7. The locations and work hours of any crossing guards employed by the municipality;
 8. The procedures for early-dismissal days;



PUPIL SUPERVISION AFTER SCHOOL DISMISSAL (M)

9. Where a pupil that is ineligible to leave school grounds after dismissal without an escort shall be supervised if his/her parent(s) or legal guardian(s) or designated escort(s) do not arrive to escort the pupil from school grounds within the time frame specified in such dismissal procedures, as well as the specific procedures to be followed by staff members when such events take place; and
 10. The procedures that parent(s) or legal guardian(s) shall follow when notifying school officials of any change in his/her pupil's dismissal preferences.
- B. Each school's dismissal procedures shall be incorporated into this Policy by reference, and copies of said procedures shall be part of any and all pupil handbooks.

Pupils' Eligibility to Leave School Grounds After Dismissal

- A. A pupil in grades five through eight shall be permitted to leave school grounds after dismissal unescorted.
- B. A pupil in grades Pre-Kindergarten through four shall not be permitted to leave school grounds after dismissal unescorted unless his/her parent(s) or legal guardians(s) provide the Principal of his/her child's school with written notice that his/her child is permitted to leave school grounds after dismissal unescorted.

The written notice shall be on a form provided by the Board to all parent(s) or legal guardian(s) before the beginning of each school year, shall be made available on the Board's website, and shall be provided to any parent(s) or legal guardian(s) upon request. This notice shall be valid for the entire school year unless the child's parent(s) or legal guardian(s) advise the Principal of his/her child's school that his/her child is not permitted to leave school grounds after dismissal unescorted. The Principal shall, on the same day notice is received, notify all staff members providing supervision at dismissal time of any changes applicable to an individual pupil's dismissal protocol.

- C. Pupils who are not permitted to leave school grounds after dismissal unescorted shall be supervised by the staff members until the pupil's parent(s) or legal guardian(s) or other escort(s) designated by the parent(s) or legal guardian(s) arrive to escort the pupil from school grounds in accordance with the school's specific written dismissal procedures. The Building Principal shall keep a record of any and all individuals other than the parent(s) or legal guardian(s) designated



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as eligible to escort a pupil from school grounds for each pupil enrolled in his/her school. An individual must be at least sixteen years old to be designated as an escort by a child's parent(s) or legal guardian(s).

- D. Pupils who receive district-provided transportation to their homes shall be released at their bus stops in accordance with Board Policy.

Notification to Parents

- A. The Board shall ensure that a copy of this Policy is incorporated into any and all pupil handbooks, along with a copy of the school's written dismissal procedures.
- B. The Board shall ensure that each pupil's parent(s) or legal guardian(s) are provided with information regarding the availability of any after-school services offering supervision after school dismissal, as well as enrollment procedures for the same.
- C. The Board shall ensure that a copy of the school calendar is distributed to each pupil's parent(s) or legal guardian(s) at the beginning of each school year, and that each pupil's parent(s) or legal guardian(s) are promptly notified of any and all changes to the school calendar.

Adopted: 10 February 2015

