Dear Linden Parent,

In order to ensure a smooth and safe after school dismissal, we have developed the following options. Please indicate which you prefer:

Student Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* The student is allowed to be dismissed and can go home on their own or wait outside for pick up. (Please note: The Linden School is unable to provide supervision to a student who is dismissed to wait outside to be picked up. Please only select this option if you feel your student is responsible and you are comfortable having your student outside of the school unsupervised.)
* The student may be picked up by, or may leave with:

|  |  |  |
| --- | --- | --- |
| **Name** | **Relationship to student** | **Phone number** |
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The front desk area gets busy after school and it is very important that we keep close track of all students leaving. For this reason, students are not allowed to leave the school building, (i.e., go to Mac’s Milk or Starbucks) and then return to the school unless there is an emergency.

We understand that routines can change and are happy to accommodate these changes. Where possible we ask you to notify us in advance. After 4:00 p.m., students in Grade 6 or below, who have not been picked up and are not in a Linden club or sports program will go to Aftercare and a $20.00 fee will be incurred.

We sincerely appreciate your help in this matter.

Thank you kindly,



Janice Gladstone