



LaVerne Elementary Preparatory Academy

Scholar Pick-Up Method

Student Name

Grade

Select ***one*** of the following methods for dismissal by marking the box next to your choice. Once you have made your selection, you ***cannot change*** since it is vital to have all scholars in the proper area for dismissal. If this form is not returned stating your method of pick-up, your scholar will be assigned to the drive-thru pick-up option. Please ensure all parties that assist with pick-up are aware of which method you have selected and the appropriate procedures to follow.

Walk-up Dismissal: Offered at the MPR entrance ***only*** (located in the front of the school across from the front office). Parents will form a line alongside the MPR wall and show their placard to the staff member at the door. Photos of placards are acceptable at the walk-up location ***only***. Please ensure that the entire placard is visible when zoomed out. If the placard is forgotten or considered invalid, identification must be provided in the front office to receive a single use pass that must be surrendered to the dismissal area. Scholars are not permitted to leave the dismissal area or enter the parking lot unaccompanied.

Drive-Thru Dismissal: Offered at the south gate ***only*** (located on Linden St.). Parents/Guardians will remain in their vehicle at all times, will form a single file line, and follow instructions given by the personnel working the drive-thru area. Placard(s) are provided to the staff member "Caller". Photos of placard(s) are ***not accepted*** in drive-thru. If the placard is forgotten or considered invalid, identification must be provided in the front office to receive a single use pass that must be surrendered to the dismissal area. Scholars must be able to load/unload without assistance since parents must remain in the vehicle at all times and should not impede the flow of traffic.

I have read the dismissal procedures for **La Verne Elementary Preparatory Academy** and I agree to abide by the procedures of the dismissal method I have selected above.

Parent/Legal Guardian Signature

Date