

GUIDELINES FOR STUDENT ARRIVAL/DISMISSAL

The hours for daily session of the District's schools shall be determined by the District Administrator.

ARRIVAL AT SCHOOL

1. Students are requested not to come to school until 15 minutes prior to the beginning of classes in the morning unless:
 - a. earlier arrival is made necessary because of bus schedules;
 - b. students are requested to come earlier to participate in school activities;
 - c. the parent/guardian has applied for and been granted an exception by the principal.

DISMISSAL FROM SCHOOL

1. No student shall be permitted to leave school at recess or any other time before the regular closing hour unless:
 - a. a pass has been issued by the school office at the request of a parent/guardian;
 - b. the student is pursuing an approved schedule of school activities which requires the student to leave the school e.g. field trips;
 - c. there is an open campus policy in operation for lunch periods at the high school;
 - d. the student is participating in an approved work program or any other Board of Education-approved arrangements.
2. Students shall be instructed to go home, or elsewhere as directed by the parent/guardian, immediately following the close of the school day unless attending a regularly organized program of instruction, recreation, or school activities.
3. No deviation from the student's regular routine for leaving school shall be authorized by school personnel without written permission of the parent/guardian.
4. Students shall be required to remain on the school grounds while waiting for the school bus following dismissal.
5. No school grade may be dismissed prior to the regular dismissal hour without the approval of the District Administrator. Teachers may not permit students to leave school prior to the regular hour of dismissal without the permission of the principal.

6. No student may be permitted to leave school prior to the dismissal hour at the request of, or in the company of anyone other than a school official or the student's parent/guardian, without the approval of the parent/guardian.
7. If police or court officials request the dismissal of a student, parents/guardians must be notified before the student is allowed to leave.
8. Parents or others authorized to care for a student shall be notified before a student is sent home or elsewhere at other than the regular time of dismissal.

Adopted: 12/18/78
Revised: 04/08/96
06/15/06
03/25/24