

Dear Parents,

In an effort to have an **even more secure dismissal procedure**, we will be modifying how we dismiss students who are picked up at dismissal time. Again, this is in an effort to keep NES as secure as possible while the children are on campus.

One point that was made at the multiple of the safety meetings last spring was the concern of adults being let into the building at dismissal time. This has also been a concern of ours which is why we began with visiting or calling other schools in Rhode Island to gather information on how others are handing this concern.

We will be having parent pick ups a few minutes before dismissal as we did last year. We will start with kindergarten at approximately 3:22-3:25 as we did last year. We will still ask you to bring a photo id as we did last year (please bring one at all times in case there is a substitute at check out who may not know you). **The difference will be that we will not be having adults enter the building. We will asking adults to line up under the canopy at the front doors. NES staff will greet you, ask to see your photo id along with your approved \*pick up card (also new), and then send your child out to you. If you forget your id, and no one can verify who you are, we are unable to release your child until a valid id is presented.**

We realize this process is new, and will take a few days to get it up and running. However, we feel it is most important to limit the amount of adults in the building in an effort to keep the students in the most secure environment.

We are sending out this information prior to school starting so that families have time to read and understand the process. If you have any questions, please feel free to contact us.

**\*\*\*If you know you will be a parent pick up the first week of school and would like to set up your parent pick up cards prior to school starting, please contact the NES office at 792-9420 to arrange a time to do this. If you cannot, we will arrange once school has started via the use of a order form that will be sent home.**

Gail Dandurand, NES Principal

Annmarie Zaborski, NES Assistant Principal

**\*Pick up cards will be distributed to parents for adults the parents approve their child to be released to.**