

# SAINT THOMAS THE APOSTLE SCHOOL

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306 W. Jourdan Street  
P.O. Box 26  
Newton, Illinois 62448  
Phone (618) 783-3517  
Fax (618) 783-2224

## ST. THOMAS AFTER SCHOOL DEPARTURE

Please fill this form out and return it with other registration materials.

The following information is vital, so that we can do our very best at keeping all the children safe. The following questions pertain to after school pick-up.

Parent's Name that is filling out this sheet: \_\_\_\_\_

Children's Names: \_\_\_\_\_

Please mark the following method that will be your child(rens) **primary/main** way of getting home or to the sitters:

\_\_\_\_\_ My child will ride the bus. Destination that your child rides the bus to: \_\_\_\_\_

\_\_\_\_\_ My child will walk or ride a bicycle home.

Will your child cross the highway in front of the school? YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_ My child will be picked up in the pick up line on the parking lot. Please list the individuals that will pick your child up on a regular basis: \_\_\_\_\_

Is there anyone that we need to watch out for to be sure your child never leaves with? \_\_\_\_\_

If so, please list the name of the individual: \_\_\_\_\_

(We cannot keep a child from leaving school grounds with a biological parent, without a copy of the court order.)

We will only allow your child to go home the way you marked above, unless we have a note stating differently for that particular day from you. In other words, if your child normally rides the bus, but today you need to pick him/her up at school, we **MUST** have a note from you stating you will be picking him/her up. Otherwise, we will make your child get onto the school bus. We have had too many experiences where the child had the wrong date and then the parents have had to leave work to pick up the child.

We try our best at watching who the drivers are that pick up the children. If we don't recognize a driver and we don't have a note stating that the child is to leave with the person, we will not release the child to that individual. Please let us know if someone else will be picking up your child. This would be a great time to talk to your child(ren) about not getting into a stranger's vehicle. Even though there are several of us on duty in the pick up line, it is possible for a student to leave with someone other than the assigned person. Please encourage your child to yell if a stranger ever tries to pick them up. Once the parent pick up line is finished, we will have any children still waiting go to the office hallway. The parent pick up line starts forming on Washington Street heading west each day about 3:00. However, dismissal is not until 3:10. The parent pick up line is very speedy and we normally have everyone loaded within 5 to 10 minutes. **PLEASE DO NOT** park in the alley or on the side of the road and walk up to get your child. We ask for everyone to get in the line. It is the safest way for all the children. When young children see one child walking off they have the tendency to follow. **SAFETY IS OUR PRIORITY!**

For the upper grade children in sports, we do not need a note stating they are to remain here for practice or games. We will assume they are staying here, unless you inform us differently.