

Bascomb Elementary School
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Mrs. Ruth Flowers
Principal

Ms. Lyn Turnell
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Assistant Principals

October 17, 2011

Bascomb Parents,

Over the past few weeks we have asked our School Police to evaluate our car rider dismissal plan and give suggestions to make it run more smoothly. Although they have found the plan to run smoothly, they have brought to our attention some safety concerns. For this reason we will be putting into place additional precautions to make sure that all of our children are safe and only the appropriate people are able to pick them up in the afternoon. Starting Wednesday, October 19, we will add the additional precautions listed below.

1. All drivers who are picking up students in the car rider line MUST have their car rider tag visible. Although we know many of our students and their parents it is impossible for us to know everyone. For your child's safety, you must have the tag visible. If you do not have a tag, stop by the office to receive one. When you receive your tag, your identification is checked to be sure you can check out the child. If you have additional children in your carpool on a regular basis, all last names should be listed on your tag.
2. If you have someone different picking up your child, you can give them your car rider tag, which indicates that they have your permission to pick up your child. Otherwise, they will have to come into the building and sign them out.
3. NO ONE will be allowed to pick up children in the lobby or in the front of the school. If you are volunteering in the school up until dismissal, you will need to come to the office to meet your child. In the office we will have a special dismissal sheet to indicate who is taking the student.
4. If another student is riding home with your child in the afternoon, both children need to have a note from their parent, indicating that the additional child will be going home with you. The office will give the child a car rider pass, verifying that they have permission to ride in your car.

Thank you for your help as we try to make Bascomb as safe as possible for all of our children. If you have any questions or additional concerns, please feel free to contact me at 770-592-1091 or ruth.flowers@cherokee.k12.ga.us.

Your Principal,

Ruth Flowers



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