



## CPSB District-wide Elementary Dismissal Procedures

In order to protect our elementary students from any potential unsafe situations, CPSB had adopted a parish-wide dismissal procedure. We have so many new students, new parents, and various custody arrangements, that it was imperative we examine our needs and create a safety plan that would ensure students were dismissed and transported home safely.

### **The Dismissal Procedures:**

- All Pre-K through 1<sup>st</sup> grade Students will receive a CPSB tag daily outlining how they will be dismissed that day. Example) Car rider, Bus with Bus Number, Extended Day, or Walker.
- In order to decrease the added activities at dismissal and the communication issues due to timing, schools will not accept phone calls after 2:00 p.m. informing them how the child is to get home that day. **It is important that you let your child know in the morning how they will get home.**
- There will be no check outs after 2:30 p.m. unless it is an emergency situation. In the event of an emergency, please contact your school principal. Otherwise, please wait in the car line for your child.

The Calcasieu Parish School System believes in promoting a positive learning environment for all students. In order to meet the demands of Common Core, we must teach until dismissal and it is very disruptive to our lessons and daily routines when there is so much added activity at dismissal. The new dismissal procedures will help us increase high quality instruction and decrease the chances of dismissal errors. We thank you for your cooperation in advance.

Approved:  
Jill Portie  
8/27/14

*Building Foundations for the Future*