

Safe Arrival & Departure Policy

We care about our students at Trimont. That is why we have set up a Safe Arrival and Departure Policy for our students in grades K-12.

Safe Arrival

This means we will do our best to contact you if your child does not arrive safely at school and you have not called to let us know that your child would be absent or more than thirty minutes late.

To make our policy as effective as possible, we need your cooperation. A parent or guardian must **call the school secretary** at 369-6756 by 8:00 a.m. if your child is going to be absent from school or arriving late. If our office does not hear from you and your child is not here, we will call you at your daytime phone number. Please fill out the bottom of this form and list the best number to reach you. It is very important for you to give us a telephone number where we can leave a message that you will receive.

Please understand that this policy does not mean that we are assuming responsibility for the safe arrival of your child at school. We cannot do that, but we want to let you know if he or she does not arrive. And since our staff is very busy, we are only able to make one phone call in an effort to reach you.

Safe Departure

This means we will let your child leave campus **ONLY** with the person you list below. Please include yourself, step parents, etc. You may list married couples on the same line. If someone comes to pick up your child that is not listed below, we will not allow the student to leave and will phone you. Please help us avoid delays by listing everyone you might send in your stead.

Kindergarten Students

Kindergarten students must be accompanied by an adult to and from the classroom each day.

Thanks for your cooperation in helping us make a diligent and good-faith effort to keep our students safe!

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I have read the letter on Trimont Christian Academy's Safe Arrival and Departure Policy and agree to call the school before 8:30 a.m. if my child is going to be absent or more than 30 minutes late that day. I understand that the school is not taking responsibility for the safe arrival of my child at school but will simply do its best to notify me if my child does not arrive at school. I also give permission for the school to permit my child to leave campus with the persons listed below.

Parent's signature _____ Date _____

Student's Name _____

The above student has parental permission to leave campus with:

Name _____	Relation to student _____
Name _____	Relation to student _____
Name _____	Relation to student _____
Name _____	Relation to student _____
Name _____	Relation to student _____
Name _____	Relation to student _____
Name _____	Relation to student _____

Is there anyone that cannot legally visit your child at school or that cannot legally leave with your child? If so, please give name here and give the school a copy of the legal document. _____

Who should the office contact if the student does not arrive by 8:30 and we have not been called: _____

Daytime phone number(s) for the above person _____