

# Dismissal and Fast Pass Identification System

The staff at the Millbridge Elementary School are committed to keeping our students safe. As part of our efforts, we work to continually refine our procedures to ensure the safety of all students.

In order to ensure the safety of our students, we are asking that when a parent or guardian is picking up their child from school, the parent meets our staff members at a table in the cafeteria. The table will be located at the doorway closest to the carpool lane. The person picking up your child will be asked to sign the student out and show identification.

For students who are routinely picked up at dismissal, we are implementing a system that will help us expedite the process- the **Fast Pass Identification System**. The **Fast Pass Identification System** is for any individual who will be the primary adult picking up during dismissal. Parents, guardians, and caregivers picking up a child on a regular basis (at least 2-3 times per week), are encouraged to participate. The child, parent/guardian, and any caregiver who will be picking up on a regular basis should come out during the identified times to be photographed for your **Fast Pass**. Please note that we must have written authorization from a parent to provide a Fast Pass to a caregiver.

A Fast Pass will have both the child's photograph and the photograph of the person picking the student up from school. Students with a Fast Pass will be directly released to the person on the pass and additional identification will need not be needed. Students with Fast Passes will also not need to be signed out. Individuals using a Fast Pass will pick their child up at the door closest to the playground.

Photographs will be taken in the cafeteria on the following dates at dismissal.

- Students with the **last name** beginning **A - I- Tuesday, September 13th**
- Students with **last name J - R - Wednesday, September 14th**
- Students with the **last name S - Z- Thursday, September 15th**
- Make Up photos will be taken on **Friday, September 16th and Monday, September 19th**

Please plan on a few extra minutes during these times to have your fast pass processed.

If you have any questions about the **Fast Pass Identification System**, please contact the main office at the Millbridge Elementary School at 461-2900. Thank you.

