

Student Dismissal Procedures

Please follow these directions any time you wish to pick your student up from school. Parents may opt to have their child on the permanent parent pick-up list (please complete google form prior to the start of school) or pick up their child on occasion (which will require a note to be sent in or a phone call to the office prior to 2:00 on the day of pick-up). Regardless of the type of pickup, each vehicle will follow the steps below.

Steps to pick-up your student:

1. Place the QR code provided to you by the school in the passenger's side windshield, facing out
2. Enter Green Ridge Elementary School through the Student Pick-Up Entrance (see map below)
3. Proceed through to the Student Pick Up Zone
4. A staff member will scan your QR code which notifies the classroom that your student's ride has arrived
5. The staff member will ask you to pull your car forward to the next available cone alongside the loop
6. Your student will exit through the Student Exit and proceed to your vehicle

***Please stay in your vehicle at all times**

What if someone else needs to pick-up my student? As long as the person is on your Emergency Contact List (Please check and update your Skyward account), you may give the approved person your QR code

What if my QR code is lost or damaged? Please contact Mrs. Lusk at clusk@cvschools.org to request another copy

Green Ridge Elementary Dismissal Map

