

LITTLE FALLS TOWNSHIP PUBLIC SCHOOLS

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Bruce deLyon, Ed.D.
Superintendent

Office of the Superintendent

September 2010

Dear Parents:

Please find attached a copy of the Pupil Supervision After School Dismissal Policy #8601.1 adopted by the Little Falls Board of Education on February 5, 2008.

The intent of the policy as adopted by the Board is to protect the safety of our students on days when school dismisses early for whatever reason. The Little Falls School District routinely sends home notices whenever schools are dismissed early as well as noting all changes on the district website calendar www.lfschools.org.

On days when school is dismissed early, the following schedule will be in effect:

School #1 – Dismissal at 12:50 p.m.

School #2/#3 – Dismissal at 1:20 p.m.

Our regular dismissal time for our schools is noted below:

School #1 – Dismissal at 3:00 p.m.

School #2/#3 – Dismissal at 3:20 p.m.

Each of our schools has a plan in place for Pupil After School Dismissal in the event a child is not picked up at the appropriate time. This plan allows for the child to be kept in the School Office until a parent can be reached to determine the best course of action in having the child picked up by the parent or an appropriate designee as determined by the parent.

It is the intention of our district to follow the requests of our parents regarding the pick-up of their child by the parents or a designee as stipulated on the Emergency Contact

Form you are required to complete as part of the opening of school return of forms and materials.

Should you have any questions regarding the intent of this policy or established procedures regarding students not picked-up for whatever reason, you are asked to contact your child's principal. In the past we have had wonderful cooperation from our parents in this regard, and we have every expectation that this situation will continue for the foreseeable future.

Sincerely,

Bruce deLyon, Ed.D.
Superintendent of Schools

BdeL/lr

attachment – BOE Policy #8601.1

PLEASE RETURN TO YOUR CHILD'S TEACHER

Dear School Official:

I have received a copy of Board of Education Policy #8601.1 regarding dismissal procedures and times at the end of regular dismissal days as well as early dismissal/single session days. I further understand that it is my responsibility to be available to pick up my child if they are a walker. In the event of an emergency or unforeseen situation, I will contact my child's school prior to the end of the day to update them on the time I will arrive or procedures to follow, so as to assist the school and protect the interests of my child.

Child's Name

Parental Signature

PUPIL SUPERVISION AFTER SCHOOL DISMISSAL

The Board of Education adopts this Pupil Supervision After School Dismissal Policy as a result of the New Jersey Supreme Court's decision in *Joseph Jerkins, an infant by his Guardian Ad Litem, Charles Jerkins; Charles Jerkins and Toni Jerkins, individuals, v. Soweto Anderson; Kemba N. Anderson; John Does 1-10 (fictitious individuals) and ABA Corporations 1-10 (fictitious entitles), and Board of Education of Pleasantville Public Schools and Rosemay Clarke*.

The New Jersey Supreme Court, in *Jerkins*, indicated dangers exist for younger pupils at dismissal, as children are susceptible to numerous risks, including negligent conduct when leaving school property. Because of these risks, the Board of Education adopts and requires the implementation of Policy 8601.1 for the supervision of younger pupils after dismissal. The supervision provisions of Policy Guide 8601.1 are applicable to parents or legal guardians of pupils attending district-operated schools or programs in grades Pre-K – Grade 8 who are not eligible for district-provided transportation after dismissal or are eligible and elect not to use district-provided transportation after dismissal.

Any parent(s) or legal guardian(s) of a pupil attending a district-operated school or program in grades Pre-K – 8, where the pupil is not eligible for district-provided transportation or is eligible and elects not to use district-provided transportation after dismissal may request the school or program not release the pupil to walk home after dismissal unless the pupil is released to the parent(s) or legal guardian(s) or escort(s) designated by the parent(s) or legal guardian(s). The parent(s) or legal guardian(s) requesting their child(ren) only be released to a parent(s) or legal guardian(s) or parent(s) or legal guardian(s) designated escort after dismissal must submit a completed Request for Supervision at Dismissal from School Form to the Principal or designee, or program administrator. The Form shall be made available on the school or school district website and to parent(s) or legal guardian(s) in the beginning of the school year.

Only those parents or legal guardians requesting the school or program not release their child(ren) to walk home after school dismissal unless the child(ren) is released to the parent(s) or legal guardian(s) or designated escort need to complete the Request Form.

In order for the school administration to effectively implement the requirements of this Policy and to ensure the safety and security of pupils that will be released to a parent(s) or legal guardian(s) or designated escort, the parental request shall be applicable for every school day and shall apply for a duration period of the entire school year. The Request Form must be re-submitted at the end of the duration period. In addition, a parent(s) or legal guardian(s) may rescind their Request by submitting a written request to the Principal or program administrator indicating the date in which the parent(s) or legal guardian(s) no longer requests the school provide supervision of their child(ren) after school dismissal. The child(ren) will be dismissed in accordance with typical dismissal protocol effective the date indicated in the rescinding request.

The Principal or designee, or program administration upon receiving the Request for Supervision at Dismissal from School Form, shall notify the appropriate school staff member(s) who has supervision of the pupil at dismissal time at the end of the school day of the parent's or legal guardian's request. The supervising staff member that receives such notice shall retain supervision of the pupil when other pupils are dismissed from school at the end of the school day.

Each Principal or program administrator will develop and implement a written Pupil Supervision After School Dismissal Plan for their school building or program location. This Plan shall include the school building's or program's supervision procedures for pupils at the end of the school day to the designated area in the school building or program and the location of the designated area in the school building or program. The Plan shall be based on the school's or program's ability to provide supervision, the accessibility for the parent(s) or legal guardian(s) or designated escort to pick-up the child without disrupting dismissal of the remaining school population, and other considerations unique to the school building or program location. The school's or program's Pupil Supervision After School Dismissal Plan shall be provided to all parent(s) or legal guardian(s) that have submitted a Request Form.

In the event the parent(s) or legal guardian(s) or designated escort does not arrive to pick up their child(ren) after the dismissal time of school, the Principal or designee will attempt to contact the parent(s) or legal guardian(s) using the district's emergency call procedures.

The pupil(s) shall be supervised by school staff in the designated area of the building and will only be released when the parent(s) or legal guardian(s) or designated escort arrived to pick up the pupil and signs the pupil out of school.

In order to ensure the safety of other pupils being dismissed from school in accordance with typical school dismissal protocol, to limit interaction of parent(s) or legal guardian(s) or designated escorts with other pupils within the building, an to avoid traffic and vehicular safety problems outside the school building, the Principal or program administrator may prohibit the parent(s) or legal guardian(s) or designated escort from entering the school building until a time period after school has dismissed or until school buses and other vehicular traffic have cleared the school site. This determination shall be made by each Principal or program administrator after considering the unique circumstances at the school building and the building's typical dismissal protocol.

In the event of an emergency such that, when an unforeseen event prevents a parent or legal guardian or designated escort from arriving for the child(ren) at dismissal within the time period designated by the Principal or program administrator, the pupil will be relocated to the Main Office in the school building and will remain in the Main Office supervised by the Main Office staff until the parent(s) or legal guardian(s) or designated escort arrives.

This Policy shall be published in pupil/school handbooks. In addition, the school district shall provide to parent(s) or legal guardian(s) in the beginning of the school year, the school's calendar to include the starting and dismissal times for full session, half-session, and early dismissal days due to weather or other emergencies. Parent(s) or legal guardian(s) shall be required to return to the school a signed acknowledgement of receipt of the pupil/school handbook, which shall include this Policy and the school calendar. In addition, any changes to the school's calendar made during the school year shall also be provided to parent(s) or legal guardian(s).

Date Adopted: February 5, 2008