

Please complete this form and return it to Mrs. Steverman in the Deerfield office.

Deerfield School Dismissal Form

Student's Name: _____ Student's Grade in September 2019: _____

Please circle your child's dismissal plan for each day.

Monday	Tuesday	Wednesday (Full Day)	Wednesday (Early Release)	Thursday	Friday
Pick-Up	Pick-Up	Pick-Up	Pick-Up	Pick-Up	Pick-Up
Walker	Walker	Walker	Walker	Walker	Walker
Extended Day	Extended Day	Extended Day	Extended Day	Extended Day	Extended Day
Bus # _____	Bus # _____	Bus # _____	Bus # _____	Bus # _____	Bus # _____

The following people are allowed to pick up my child from school: *(Please add additional names on the back, if needed.)*

Name: _____ Relationship to Student: _____ Phone Number: _____

Name: _____ Relationship to Student: _____ Phone Number: _____

Name: _____ Relationship to Student: _____ Phone Number: _____

Name: _____ Relationship to Student: _____ Phone Number: _____

Parent/Guardian Signature _____ Date _____

Changes to dismissal plan:

- 1) If your child's daily dismissal plan changes, please send a note to your child's teacher at the beginning of the school day.
- 2) If your child's dismissal plan changes after the school day has begun, please send an email to Mrs. Steverman (jsteverman@westwood.k12.ma.us) by 12:00pm.
- 3) If an emergency occurs during the school day and you need to pick your child up early or change his/her end of the day dismissal plan, please call the Deerfield office: (781) 326-7500 x8200.

Note: Please arrange play-dates prior to the start of the school day and send an email with the dismissal plan at the beginning of the school day.