

Hunters Glen Dismissal Procedures

Dear Hunter Glen Parents,

We are off to an excellent start this year! It has been great seeing all of your children's smiling faces excited about the start of a new school year.

By now all of you should have received a green tag with a number on it. These numbers correlate with the number on the tag your student has. Each day at dismissal, students will need to have their tag. The numbers are used to ensure that each child is properly matched with the tag of the person picking them up.

To ensure that student dismissal runs smoothly, we would to remind you of the dismissal procedures and locations:

Car Riders

- Parents make sure that you or your designee have the car tag displayed in the car window when you drive up so that the HGE staff can see the number.
- Should you lose your car tag, you may obtain a replacement from the front office.

Walkers

- Parents of students in grades K-2, beginning this year we are asking that you have your green tag with you when you pick up your student to show to one of the staff members on duty. Each student in grades K-2 should have their tag with the corresponding number with them to match up with the parent.
- Should the parent designate an older sibling or relative to walk home with a student in grades K-2, please make sure that person has the tag to show the staff member on duty.
- All students K-5 will be escorted to the crossing guard by HGE staff members on duty.

Safety and security of our students is of the utmost importance to us here at Hunters Glen Elementary. Therefore, we will continue to make sure that each student is dismissed in a safe and orderly manner.

Sincerely,

Crystal D. Gardner Ed.D.

Principal, Hunters Glen Elem.