

Atlantic Beach Elementary School

298 Sherry Drive
Atlantic Beach, FL 32233
Phone: (904) 247-5924

Kim Gallagher, Principal
Sam Thompson, Assistant Principal

Dear Parents/Guardians,

We thank you for a successful start to the 2022-2023 school year! We assure you that everything we do is to keep your child(ren) safe at all times!

Listed below are some highlights regarding our dismissal process. If you have any questions regarding the process, please do not hesitate to contact Mrs. Gallagher or Mrs. Thompson.

- **Changes to Dismissal**
 - All transportation changes must be submitted in writing to your child's teacher or our front office assistant, Mrs. Jana Duffy, at duffy2@uvalschools.org
 - Changes will not be accepted over the phone, there are no exceptions.
 - Every student must have a permanent mode of transportation established. If changes to dismissal are not submitted in writing, the student will be sent home according to his/her established mode of transportation.
- **Car Riders**
 - Car riders will only be released to an adult in a car **with a car rider tag**. Car rider tags are available at registration, New Family Orientation and Meet & Greet.
 - Students will only be loaded into the passenger side door and in the back seat.
 - Please write your child's grade level and name on your car tag in bold print.
- **Walkers and Bike Riders**
 - Please state on the dismissal form whether your walker/bike rider needs to be released to an adult. Students who do not have written permission (on this form) to walk/bike alone will not be released without an adult.

We are asking that each parent complete and return the attached School Dismissal Form by Monday, August 8, 2022. In order to keep your child(ren) as safe as possible, we are requesting detailed information. Please check the appropriate mode of transportation and complete any accompanying information.

Sincerely,

Kim Gallagher

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Atlantic Beach Elementary School Dismissal Form

Please email or return to your child's teacher by Monday, August 8, 2022.

Student's Name: _____ Grade: _____ Teacher: _____

Please indicate your child's dismissal:

- Car Rider
- Bus Rider
 - Bus Number: _____ Bus Stop: _____
- Day Care Van
 - Name of Day Care: _____
- Back Gate Walker (gate by Seaspray Ave. and Poinsettia St.)
 - My child must be released to an adult listed on his/her blue card.
 - My child may be released with his/her sibling(s) (without an adult).
 - My child has my permission to walk/bike alone and does not need to be checked out to an adult.
- Front Gate Walker or Bike Rider (black gate next to bike racks in front of school)
 - My child must be released to an adult listed on his/her blue card.
 - My child may be released with his/her sibling(s) (without an adult).
 - My child has my permission to walk/bike alone and does not need to be checked out to an adult.
- Extended Day with Parent Pick-Up between 3:30-6:00.

We understand that your child may need to have a schedule with multiple modes of transportation. If this is the case, please list the plan below. For example, "My child will be a car rider on Mondays only. Tuesday through Friday, my child will ride the bus." Please be as specific as possible.

Parent Signature

Date