

Julia Street Montessori School Release Policy

Children are only released to those individuals so designated by their parents or other legal guardian on the child's release and emergency contact information that was indicated on their child's application.

The form consists of parents and legal guardians names, addresses and phone numbers of those authorized to pick up the child. The following procedure will be used:

1. Under normal conditions, cars form a car line in front of the school, taking turns driving up to the porch steps, where a teacher will be waiting to assist each child out of the car, and walk them into the school.
2. Upon dismissal during normal carline, children will exit through the front door and the teacher will escort them to their car. The teacher will buckle them into their car seat, as long as there is an appropriate child restraint.
3. If another individual arrives to pick up a child, and they have been previously authorized to do so by a parent/ guardian on the Release & Emergency Contact Information form, he or she will be asked to show a picture I.D to verify their identity, unless known by the teacher.
4. If the parent or guardian needs to have someone pick-up their child, and that individual has not been authorized on the Release & Emergency Contact Information form, the teacher must be informed ahead of time by the parent or guardian. When the person arrives, he or she must remain outside until the teacher has confirmed their identity with a picture I.D. Only then may the child be released into that adult's care.