

Student Early Release Procedures

We understand that there are times when appointments need to be made before or after school that will cause your child to arrive late or need to leave early. Signing students out after 3:30 is discouraged.

If you do need to come to the school to pick your child up early. The following procedures must be followed:

1. Only one parent/guardian may enter the front office of the school to sign out the student. The parent/guardian must wear a face covering and present a government issued ID to staff in order to sign out the child.
2. Once ID is confirmed the child may be signed out and the parent will wait for his/her child at the benches.
3. A staff member will escort the student from the classroom to the parent at the bench area.

In addition to absences, all late arrivals and early dismissals are monitored.

SUNRAY
ELEMENTARY SCHOOL