

## EARLY DISMISSAL

**For the safety of all students, no student will be dismissed early without a parent or legal guardian coming to the Main Office to sign the student out. You will be required to provide identification to school authorities so please have identification readily available.**

Should there be a need for someone other than a parent or legal guardian to pick up a student early, the office will verify that the person is listed on the student's enrollment card or on the emergency pick up form.

No child will be dismissed to a parent through a building teacher or other staff member. **ALL DISMISSALS MUST GO THROUGH THE MAIN OFFICE.** Parents are asked to wait at the office for their child once dismissal arrangements have been made. Only the names appearing on the student's emergency form will be allowed access to the student. **If for whatever reason your contacts change, it is your responsibility to alert the office immediately.**

The school asks that you keep early dismissals to a minimum. Please arrange appointments or prior to or after school hours to the greatest degree possible so that time on learning is not lost. No students will be released after 2:30 pm for dismissal. Please see below:

## EARLY RELEASE/TRUANCY VIOLATION

**Students will NOT be released early, unless excused by TEC.Sec. 25.087.**

STATE LAW requires students to attend school each day for the entire period the program of instruction as provided.  
(TEC.Sec.25.085. Compulsory School Attendance)

**Court Warnings/Final Notices will be issued for Early Release.**

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Any and all early dismissals or tardies will affect the student's school attendance records.