

PICKING UP YOUR CHILD EARLY

With our growing school family, we are always looking to ensure we have the highest safety measures in place. To that end, we seek to minimize the early dismissals that occur at the end of the school day.

Regular dismissal will include picking up your child by driving through the pickup line. If you'd like to get your child faster, you may stand at the flagpole, and these students will be released first.

Going forward, if you need to take your child out of school before the end of the school day, you will need to do so before 3:15 Monday-Thursday and before 2:15 on Friday.

If you need to take your child out of school before the end of the school day, please:

- 1) Send an email to your child's teacher and the front office (attendance@tpcs.org) stating the date and time your child will be picked up, by whom, and the reason for the early release.
- 2) Go to the front office and check your child out.
- 3) If an emergency arises and you need to pick your child up that day, you may call the front office prior to 15 minutes of dismissal and the receptionist will call your student out of class.

We understand that taking your child out of school early is sometimes unavoidable. Please keep these times to a minimum, as keeping instruction time at a maximum and distractions in the classrooms to a minimum is critical to your student's overall success here at TPCS.