DROP-OFF AND PICK-UP PROCEDURES

Parents must drop off their child IN THE CLASSROOM at the beginning of RE class. Classroom doors will be open 15 minutes before the start of class: Sundays at 10 AM and on Tuesdays at 6 PM.

In case the catechist or aide is not yet in the classroom, students must wait quietly in the hall right outside class before entering. Parents are expected to leave the school once the students are received by the catechists/aides.

For Pickup, students in 1st and 2nd Grade must be picked up by a parent or guardian in the classroom. All other grade level students will be dismissed at the end of class. Parents are asked to park in the Randolph or Stafford parking lot for pick-up. ***Please DO NOT PARK in front of the school parking lot.*** This will keep our children safe.

The following are authorized persons to pick up my child/children.

NAME	Phone #	Relationship

The following are NOT authorized to pick up my child:

_____

_____

_____	_____	_____
Name	**Signature**	**Date**

CHILDREN'S NAMES & GRADES (please indicate if they are going to Sunday or Tuesday class)

1. _____
2. _____
3. _____
4. _____