

STUDENT/PARENT REUNIFICATION

An emergency situation may occur at the school that requires parents to pick up their students in a formalized, controlled release. This process is called a Reunification and may be necessary due to weather, a power outage, hazmat or if a crisis occurs at the school. Our procedure makes this process more predictable and less chaotic for all involved.

Because a reunification is not a typical end of school day event, a reunification may occur at a different location than the school. If this location is another school, then those students may be subject to a controlled release as well.

NOTIFICATION

Parents may be notified by our broadcast messenger service email/phone system just like with a snow day closure.

A reunification message may look something like this: *“The school has closed, please pick up your student up at 3:25 at _____.* Bring your ID. “The specific location will be included in the message.

PARENT/GUARDIAN EXPECTATIONS

We expect parent’s cooperation in this serious procedure. There are some expectations of parents or guardians of which you should be aware. First, **bring identification**. That will streamline things during reunification. Second, be patient. Reunification is a process that protects both the safety of the student and provides for an accountable change of custody from the school to a recognized custodial parent or guardian.

WHAT IF A PARENT CAN’T PICK-UP THEIR STUDENT?

When a parent can’t immediately go to the reunification site, students will only be released to individuals previously identified as a student’s emergency contact. Otherwise, the school will hold students until parents can pick up their student. **We will not release a student to anyone not listed on the Emergency Contact Form—no exceptions!**

HOW IT WORKS

For students, the school asks that students be orderly and quiet while waiting. We ask that parents **DO NOT CALL** the school as we will need to keep our lines of communication open.

REUNIFICATION CARDS

For parents, there are a couple of steps. If a parent is driving to the reunification site, greater awareness of traffic and emergency vehicles is advised. Parents should park only where indicated. Parents are asked to go to the Reunification “Check In” area and form lines based on the first letter of their student’s last name. While in line, parents are asked to fill out a reunification card. In the case of multiple students being reunified, a separate card for each student needs to be completed.

BRING ID TO CHECK IN

During check in, identification and custody rights are confirmed.

From the “Check In” area parents are directed to the “Reunification” area. There, a runner will take the card to the Student Assembly Area to recover the student or students.

Parents should be aware that in some cases, they may be invited into another area for further information.

INTERVIEWS AND COUNSELING

In some cases, parents may be advised that a law enforcement investigation is underway and may be advised that interviews are necessary. In extreme cases, parents may be pulled aside for emergency or medical information.

