

TRIO Wolf Creek Distance Learning Charter School #4095

Procedure 124

Student Reunification

If TRIO Wolf Creek Distance Learning Charter School #4095 needs to participate in a lock-down drill or other evacuation of the physical lab location, students will be reunited with parents through the following methods:

- If a student drove to school, he/she can drive home when it is determined that getting the student vehicles out of the Wolf Creek parking lot is safe. Students will only be allowed to drive themselves or other students if they have express verbal permission to transport by his/her parent/guardian at this point.
- Buses will run when it is determined to be safe to run buses and students who arrived at Wolf Creek on buses will arrive home in the same manner.
- Parents/guardians will need to pick up any other students, or give verbal permission to Wolf Creek personnel, that another parent/student can pick up their student. (This staff member has to have had been assigned the responsibility of signing students out by the charter school director)
- All students will sign out on the lab sheet, indicating that they have left. This must be done even if they are responsible for themselves. Parents/guardians will sign out for the student when they pick up their children.

Any questions or concerns about these procedures should be brought to the attention of the charter school director.