

# Official Dismissal Change Form School Year 2019-2020



At Lyndonville Central School, maintaining safety for our students is our utmost priority. This comes into play regularly with the dismissal of our students. We believe collaboration among school, community and families is essential for student success. As we strive to improve communication between home and school, we are requiring parents/guardians to use this form for any daily changes in pick up or dismissal of your child. No hand written notes will be accepted.

If, **in a true emergency**, you need to notify the school on the same day, this form can be faxed to 585-765-3190 or scanned and emailed to Mrs. Thurber - [dthurber@lcsdk12.org](mailto:dthurber@lcsdk12.org) by 11:00 am. Please feel free to contact the main office with any questions or concerns or to request more pads at 585-765-3122.

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Student name

Grade

Today's Date

---

Teacher(s)

Date(s) of change

---

Name and Address of responsible person at change site

---

phone number for that address

---

Bus number (if applicable)

---

Parent/Guardian Signature

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Parent/Guardian phone number

Specific Information concerning change: \_\_\_\_\_

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