

REUNIFICATION

FAMILY REUNIFICATION

- Circumstances may occur at the school that require parents to pick up their students in a formalized controlled release
- Reunification may occur at a different location than at the school a student attends

NOTIFICATION

- Using the Student Information System, the District will send notifications regarding the reunification, including the pick-up time and location, via phone, email, and text.

PARENT/GUARDIAN EXPECTATIONS

- Students will only be released to parents, guardians, or other emergency contacts listed in the Student Information System as authorized to check them out.
- Parents/guardians must bring identification to the reunification site.
- Patience will be a must. Reunification is a process that protects the safety of the student and provides an accountable change of custody from the school to a recognized custodial parent or guardian.
- Students whose parents/guardians cannot pick them up will be held at the school until such time as they are able to do so.
- Though the student may have driven to school, there may be instances where a student will not be allowed to recover a vehicle from a parking lot. In this case, parents are advised to recover the student.
- In some cases, high school students may be released on their own.

ACTIONS TAKEN BEFORE REUNIFICATION

- An incident command structure will be established to include a Director of Transportation, a Public Information Officer, greeters, and runners.
- The local Director of Transportation will establish a traffic pattern in anticipation of several hundred cars descending upon the school at once.
- A primary and secondary reunification point will be established.
- Hard copies of student lists shall be maintained and routinely updated in the event that a Student Information System cannot be accessed.

ACTIONS TAKEN DURING REUNIFICATION

- Parents/guardians will be greeted at a pre-determined reunification site.
- Parents/guardians will provide identification to the greeter.
- Following confirmation that the parent/guardian is permitted to check-out the child, a runner will be sent with a piece of paper to retrieve the student.
- The parent/guardian will retain a portion of the slip of paper identifying themselves responsible for the student.
- The parent/guardian will go to a pre-determined location and await the runner who will reunite them with their student.