



## HAPPY HOLLOW SCHOOL

# SAFE ARRIVAL PROGRAM

### What is the Safe Arrival Program?

- A program that ensures that every child in the school is accounted for at the start of each day.

### Are all Happy Hollow children enrolled in this program?

- **YES** all children are part of this program.

### How does this program operate?

If a child will be absent or tardy:

- **Families fill out PICK UP PATROL with this information**

- Anticipated **future absences or late arrivals** can also be entered into Pick Up Patrol ahead of time at your convenience.

- Classroom attendance is sent to the office and cross checked with Pick Up Patrol at 7:55 AM

If your child has not arrived safely to school and the office has not received notification of your child's absence or tardiness:

- We recheck the child's classroom. If there is no resolution then...
- We contact the parents/guardians at all phone numbers on file (often with an automated call). If there is no resolution then...
- We phone your emergency contacts. If there is no resolution then...
- Police do a wellness check

