

Olivia Christian, Assistant Principal
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Myers Corners Elementary School
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Parent Pick-Up Procedure 2024-2025

Dear Myers Community,

As part of our ongoing commitment to ensuring the safety and security of all students, we would like to inform you about our parent pick-up procedure at Myers Corners Elementary School.

The parent pick-up procedure is:

- 1. **Notification and Authorization**: Please notify the school in advance if your child is being picked up. This can be done by sending a signed note with your child stating the student's full name, the name of the person who will be picking up, and the time. This information can also be e-mailed to sarah.maybaum@wcsdny.org
- 2. **Identification**: When arriving for pick-up, please have your identification ready to present to our staff. This is to ensure that only authorized individuals are picking up students.
- 3. **Designated Pick-up Area**: If you are picking your child up on a one-time basis (for an appointment) you will need to pick them up by 2:30 p.m. Parents picking up after 2:30 pm, should proceed to the back of the building and follow the Permanent Parent Pick-up procedure (see below the aerial view of the Myers Campus with the red line identifying the pick-up route).
- 4. **Signing Out**: You will be required to sign your child out. This helps us keep track of who is picking up each student.
- 5. **Timeliness**: Please arrive promptly during the designated pick-up times to minimize disruption to classes and ensure the safety of all students.

We appreciate your cooperation in following these procedures to help maintain a safe and efficient environment for everyone at Myers Corners Elementary School. If you have any questions or concerns regarding the pick-up procedure, please do not hesitate to contact us.

Thank you for your cooperation.

Warm regards,

Sydnie Goldstein Sydnie Goldstein Principal Olivia Christian
Olivia Christian
Assistant Principal

Please follow traffic flow patterns and staff directions to maintain a safe environment for everyone and ensure an organized dismissal process for all students.

