

Optional Curbside Drop-off and Pick-up Service

For the 2018-2019 school year, the Lincoln Learning Center preschool is offering parents the option to drop-off and pick-up their child at school without having to come into the building. This service is 100% optional and if you choose not to participate, you will need to park in the Lincoln Center lot each day and walk your child to and from his/her classroom using the main entrance to the facility.

*If you would like to participate in this service, please complete the attached registration form and submit to your teachers or the Lincoln Center registration office by Wednesday, September 19. The program will begin on Monday, October 1, 2018

*If you do not want to participate in this service beginning in October, but decide later in the school year that you do want to participate, please complete the registration form and submit it to your teachers or the Lincoln Center registration office by the date listed below for the month that you want to begin.

*Once registered for the curbside drop-off and pick-up service, you will receive a handout with specific instructions for participation, as well as a color-coded sign for your windshield.

Note: once you sign up for the service, you will remain on the drop-off and pick-up list until you withdraw at the registration office.

Registration deadlines to begin the curbside drop-off and pick-up service

<u>Registration Deadline</u>	<u>Start Date</u>
September 19, 2018	October 1, 2018
October 9, 2018	November 5, 2018
November 13, 2018	December 3, 2018
December 11, 2018	January 7, 2019
January 15, 2019	February 4, 2019
February 12, 2019	March 4, 2019
March 11, 2019	April 1, 2019

Lincoln Learning Center Curbside Drop-Off and Pick-Up Registration Form

Child's Name: _____

Child's Class (ex: M/W/F 8:45am): _____

Child's Classroom: _____

Parent/Guardian Name: _____

Home Phone: _____ Cell Phone: _____

Work Phone: _____ Email: _____

Name of person picking up: _____

Relationship to Child: _____

Alternate person authorized for pick-up: _____

Relationship to Child: _____

Alternate person authorized for pick-up: _____

Relationship to Child: _____

As the parent/guardian of my Lincoln Learning Center student, I understand it is my responsibility to arrive on time to drop-off and pick-up my child and to display the color-coded sign in the passenger side windshield of my vehicle or the vehicle of authorized person dropping off or picking up. It is also my responsibility to secure my child into the vehicle safety seat (car seat, booster seat, etc.) and to sign the Lincoln Learning Center sign out sheet with the pick-up staff every class.

Parent/Guardian Signature _____ Date: _____

For Office Use Only:

Lincoln Learning Center Staff Approval: _____ Date: _____

To Begin: _____