

JOSIAH HAYNES ELEMENTARY SCHOOL

PERMANENT CHANGE OF STUDENT DISMISSAL PLAN

Please complete this form when permanently changing your child's dismissal plan on one or more days. Return a hard copy of this form to school or scan and email to Marcy Sawin in our office (marcy_sawin@sudbury.k12.ma.us).

Student's Name _____

Grade _____ Homeroom Teacher _____

CHECK A BOX FOR EACH DAY:	Permanent Dismissal Plan					
	MONDAY	TUESDAY	WEDNESDAY (Full Day)	WEDNESDAY (Half Day)	THURSDAY	FRIDAY
Bus (# _____)						
Parent Carline Pickup						
Walk/Bike: Haynes Road North toward Rt. 117						
Walk/Bike: Haynes Road South toward Puffer Lane						
Sudbury Extended Day						

For one-time or permanent changes in dismissal, please notify the Haynes Office in writing as early as possible. Emergency changes can be made by phoning the office **no later than 2 p.m.** the day of the change.

Parent/Guardian Signature

Date