GVMS
Early Pick-Up, Change of Transportation, Bus Passes & Lightening Release Protocol

**Early Pick-Up:**
If you are picking your student up early from school please allow enough time for the student to be called out of class and gather their belongings. All students leaving early should be picked up prior to 3:00 pm unless pre-approved by administration. Any release requests after 3:00 pm cannot be honored.

**Change of Transportation:**
If there is a change in your student’s mode of transportation, please make sure to communicate that change to the front desk prior to 1:30 pm. Any change of transportation communicated after that time cannot be honored.

**Bus Passes:**
If your child needs a bus pass to go home with another student, the following is necessary:
1. The student must already be a bus rider - students who are out of zone or do not have a bus assignment are not able to obtain a bus pass per district policy.
2. During non-class time, a written and signed note from a parent/guardian of the rider needs to be turned into the front desk. The note should include the number of the bus the student will be riding and the bus stop where the student will be getting off.
3. Bus passes must be requested no later than 1:30 pm, any requests made after that time cannot be honored.

**Lightening Day Release:**
On days that we are under a lightening alert during release at 3:50 pm, the following protocol will be enforced:
1. All walkers and bicycle riders will be directed to safe, covered areas at the school until the conditions are cleared or picked up by their parents prior to 4:30 pm.
2. Car riders will only be released to vehicles that are in the proper car line once the vehicle is immediately in front of the school overhang area.
3. Cars that are lined up along 6th Street will need to proceed to the proper car line area.

*Please keep in mind that lightening can be present in close proximity to the school even if rain is absent and the sun is shining.*