

Notre Dame Catholic Academy of Ridgewood

62-22 61st Street
Ridgewood, New York 11385
718-821-2221 • Fax 718-821-1058
www.notredame-ca.org



Dear Parents,

For the safety of the children, I would like to go over dismissal procedures. Dismissal will continue to take place in the Gym at the scheduled dismissal time. Please remember that any child that has permission to walk home **MUST** have written permission on file with their teacher. **NO CHILD WILL BE RELEASED TO WALK WITHOUT WRITTEN PERMISSION FROM A PARENT.** If you think that there will be times that you will want your child to meet you outside at the car, they must have written permission on file. We will no longer be taking phone calls and texts at dismissal time. Please understand that this is for your child's safety. I have attached a sample letter that you can complete and return to keep something on file.

Sincerely,

Mrs. DiLorenzo

Notre Dame Catholic Academy of Ridgewood

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Email – NDCARidgewood@yahoo.com

DISMISSAL RELEASE PARENT FORM

I _____, give permission to the school to dismiss my child or children to walk home alone.

Child's name: _____

Grade: _____

Child's name: _____

Grade: _____

I understand that the Notre Dame Catholic Academy is **NOT** responsible for the child or children once they are dismissed.

Parent signature: _____

Date: _____