

Voyager Public Charter School Drop-off/Dismissal Procedures

Morning Drop-off Procedures

- Kama'aina Kids students who pay for morning care may go directly to the cafeteria. Morning care is available from 6:00 am – 8:00 am Monday-Friday.
- Students eating breakfast may enter the cafeteria at 7:20 am.
- All other students will be asked to wait until 7:45 am to enter the campus.
- All parents are asked to say goodbye to their child(ren) outside of the front office lobby. If you would like to visit/observe the classroom, please make sure to make an appointment with your child's teacher and please give them 24 hours notice, when possible. You will need to sign-in at the front office, show your ID and wear a visitor's pass in order to be on campus during the school day. This is to ensure that all visitors on campus are listed on the emergency contact cards and/or approved by the Principal and. All others will not be permitted to have contact/access to your child during the school day.

Afternoon Pick-up Procedures

- Please pull all the way down Wilder Ave to provide room for other cars.
- Students will be called by Microphone in the Cafeteria.
- If your student's name is called and he/she does not come within three minutes, you will be asked to circle the block and come back through the line.
- Please make sure that your child's name is clearly posted on your windshield so that we can call your child's name for pick-up.

Voyager Public Charter School Drop-off/Dismissal Procedures

- It is your responsibility as a parent to make sure your child is picked up **no later than 3:15 pm Monday, Tuesday, Thursday & Friday and 2:00 pm on Wednesday**. We have no staff to supervise your children afterschool but Kama'aina Kids is available for those unable to make it by 3:15 pm/2:00pm. If you are unable to pick your child up by 15 minutes after dismissal, Voyager PCS will only release your child to someone listed on your Emergency Contact Card (please make sure this card is updated). Habitual offenses of this procedure **may** result in notifying the authorities and/or CPS, to have your child escorted home.