



## **REGULATIONS**

**SUBJECT:        Safe Arrival**

1. Each elementary school shall have administrative Safe Arrival procedures in place to account for the unexplained absence of a pupil at the school.
2. The Safe Arrival procedures will clearly state the responsibilities of the parents/guardians, and the responsibilities of the school administrators.
3. The Safe Arrival procedures will be communicated at the beginning of each school year, and throughout the school year if changes should occur, to the parents/guardians of each pupil at the school.
4. The Safe Arrival procedures shall reflect the specific needs and circumstances of each individual school (e.g., number of pupils, age of pupils, methods of student transportation, number of support staff available).

Implementation Date: June 22, 1999  
Revised: February 26, 2002  
Reviewed: April 11, 2006, January 11, 2011  
References: Policy

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