



MARY McDOWELL  
FRIENDS SCHOOL

# Mary McDowell Friends School

20 Bergen Street • Brooklyn • New York 11201 • (718) 625-3939

## 2010-2011 GOING HOME AND EMERGENCY INFORMATION FORM

(Please print all information)

Name of Student: \_\_\_\_\_

### My Child Will Go Home By: (check one)

The School will dismiss your child at the end of each school day according to the information you provide in this form. Any time this information is changed, you must notify the School immediately—even if the change is only for 1 day. In addition, dismissal changes must be given to the School, by note or by phone, by 1 p.m. (12 noon on Wednesdays).

Taking a school bus

Being picked up by: \_\_\_\_\_, \_\_\_\_\_  
(Name of Person) (Relationship to Child)

Walking home/to subway by self

Other: \_\_\_\_\_

If you have a bus and need to arrange an alternative drop off, please contact me for the form and/or more information.

### Emergency Information:

A. If your child becomes **ill** during the school day, and you cannot be reached, please indicate who should be called to pick up your child.

1. \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Name of Person) (Relationship) (Phone #)

2. \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Name of Person) (Relationship) (Phone #)

B. In an **emergency** situation when your child cannot go home via the regular dismissal arrangement and you cannot come to the school to get him/her, the school will send your child home with a local MMCL parent.

If you have a specific MMCL parent that you would like your child to go home with, please print his/her information below. The school will try to accommodate your request. However, if it does not work out, your child will be sent home with another local MMCL parent.

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Parent of: \_\_\_\_\_ Room: \_\_\_\_\_

**The information on this form must be updated every year.** Please be sure to list someone who is available in case of an emergency and be sure to inform the emergency contact(s) that they are listed as an emergency reference for your child and may be called when necessary.