

Oak Ridge Schools

Office of the Superintendent



Administrative Procedure 1.8011.2

Emergency Release Form

Dear Parent/Guardian:

Due to severe weather or other types of emergencies that would warrant the school to dismiss early, please complete the form below as to the appropriate mode of transportation for your child in case of an early school dismissal. Once completed, return to your child's classroom teacher as soon as possible.

Teacher: _____ Grade: _____

School Building: _____

My child, _____, will:

_____ Ride the bus as usual

_____ Walk, drive or ride bike as usual

_____ Be picked up by his/her parent/guardian who can be contacted during the school day at:

Name of Parent/Guardian: _____

Cell Phone Number: _____

Email Address: _____

_____ Be picked up by the friend/relative listed below:

Name: _____

Relationship: _____

Cell Phone Number: _____

_____ Follow a different plan. (Please give detailed instructions below.)

I verify that I have reviewed this plan and these instructions with my child, and h/she understands what procedure is to be followed in the event of early dismissal due to sever weather or other types of emergencies.

Signature of Parent/Guardian

Date