



NSCS HAMILTON CAMPUS

Drop-off & Pick-up Procedures

All students are required to be escorted into and out of the Early Childhood building by a parent/guardian or another adult who has permission to do so. Parents may park vehicles in the upper parking lot between Pilgrim Hall and D Building or in the circle by the Early Childhood building (D Building).

GENERAL REMINDERS

- We ask that you drive slowly and with caution while on the campus.
- Only parents/guardians, and those individuals granted permission by the child/ren's parents/guardians, may pick-up a student from school. To grant others permission to pick-up your child/ren you must complete the Authorization Form in your FACTS Parent Portal. No child will be allowed to leave school grounds with any adult other than a parent/guardian or individuals who have been granted permission from parents/guardians through the FACTS Parent Portal.
- Students will not be marked Tardy, however, we ask that if a child is going to be later than 8:30am OR is not going to be in school on any given day, to inform your child's classroom teacher via email or text.
- If parent/guardian (or designated individual who has been granted permission) is going to be later than 2:45pm to pick up a child, to inform the classroom teacher via text.