

**20-21 DOLPHIN PROCEDURE for EARLY PICK-UP:
(WHEN DOLPHINS ARE INDOORS DUE to INCLEMENT WEATHER)**

To clarify the procedure Pick-Up during 3:00-4:00 for Dolphins if they are NOT out on the Playground, Here is the procedure:

- If you are picking up your child any time before 3:55/4:00, PLEASE CALL the office at 508-358-7072.
- Katy (or someone designated to be in the office) will call up to the Giraffe Classroom where the Dolphins are when they are inside due to inclement weather.
- Either a Dolphin teacher or Katy (or someone designated to be in the office) will bring your child out to the **CENTRAL REAR Town Building Entrance** (this is the entrance that Giraffes and Penguins teachers use during the school day). Turtle families use the TCW entrance during the school day, so this will be a switch for all of you.
- PLEASE wait at the steps of this entrance, not in your car.
- By 3:55 any Dolphin child who has not been picked up will be brought down to the Central rear Entrance to be dismissed.