

Dear Parents,

In order to ensure the safety of your children, Congregation Beth Tikvah is adding new procedures as well as continuing with those procedures currently in place.

On Wednesdays all doors will be locked at 4:30 p.m. and reopened at 6:05 p.m. If you need to access the building between these times, please ring the intercom to the right of the front doors and the office staff will let you in. As always, if you need to pick up your child before 6:15 pm, you must sign your child out. The sign out sheets are directly under the window. You can obtain an early dismissal pass from the secretary. Teachers will not dismiss your child without a pass. All parents must come into the building to pick-up their children on Wednesdays at dismissal time, 6:15 p.m.

We will have two Fire Drills during the year for the entire Religious School. We will have one in the fall and one in the spring.

We will familiarize the students with all forms of safety. Our goal is to keep your children safe.

Please fill out the permission form below and return to the office. If for any reason any of the people below are unable to pick up your child, you must call the school that day with the name of the person picking her/him up, or your child will not be released to the adult.

Thank you for your cooperation in this matter. If you have any questions, feel free to call the office (856) 983-8090.

CBT RELIGIOUS SCHOOL STUDENT PICK-UP PERMISSION SLIP

Name of child(ren) _____

The following people have permission to pick up my child(ren) in my absence:

Name _____ Relationship to child _____

Primary phone # _____ Secondary phone # _____

Name _____ Relationship to child _____

Primary phone # _____ Secondary phone # _____

Name _____ Relationship to child _____

Primary phone # _____ Secondary phone # _____

SIGNATURE OF PARENT _____

Please return this to the Office or fax it (856-983-9207) before the first day of school.