

**INSERT
LOGO HERE**

FAMILY REUNIFICATION CARD (PLEASE PRINT CLEARLY)

Have photo identification out and ready to show reunification staff

Reunification Process

First, we want to thank you for your patience during this reunification. We share the same goal during this process: Getting you and your child back together as quickly as possible. The reason we're going through this is that an event has occurred at the school that mandates we personally reunite you with your child.

Instructions

1. Please complete the information below on this card in the Parent/Guardian boxes shaded in pink.
2. Prepare identification (If you don't have ID with you, please move to the side of the line, it may take a little longer to verify your identity.)
3. Select the check-in line based on your child's last name.
4. After check-in, staff will split this card and an escort will be sent to recover your child. Please step over to the designated Reunification Area.
5. If there has been injury or other concerns, you may be asked to meet a counselor.
6. Please don't shout at staff. We'll get through this as quickly as possible.

Parent/Guardian Reunification Information

Child's NameChild's Cell Phone Number

Child's AgeChild's Birthday.....

Name of parent/guardian picking up child

Signature of parent/guardian

Phone number of parent/guardian picking up child

Photo identification matches name of person picking up child? Yes No

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Parent/Guardian keeps bottom portion of this card and Reunification Staff takes top portion

Parent/Guardian Sign Off

I have read and understand these instructions.

Print Your NameDate

Signature

Print Child's Name Again

Child's Age Child's Birthday

Reunification Staff Completes Upon Release of Child

TIME INITIALS OTHER