



January 2, 2018

Dear Parent(s) and Guardian(s),

Beginning Monday, January 8th, 2018, Paul Smith School will be piloting a new dismissal program called **PickUp Patrol**. PickUp Patrol is a more convenient and efficient way for you to make changes to your children's after-school dismissal plans. [PickUp Patrol](#) is a cloud-based application that will help us manage our end-of-day dismissal process. It eliminates the need for notes and phone calls, and streamlines the entire after-school dismissal process.

PickUp Patrol:

- **Reduces classroom interruptions**, which will increase instructional time and help our students stay on task.
- **Eliminates the need for notes and phone calls**, providing parents with a more convenient and safer way to communicate their children's changing dismissal plans.
- **Streamlines the tracking process for our office staff**, saving them hours of time, and automatically providing them with dismissal lists, bus passes, activity rosters, and absent reports.

Here is how it Works

Parents use PickUp Patrol from their smartphone or computer. To make a dismissal change, you simply login, select a date, and choose your child and Dismissal Option. Then hit submit and that's it!

You can make plan changes at your convenience, and submit them days, weeks, or even months in advance. And for added security, you'll receive a confirmation email each time a change is made.

Be on the lookout for a "Welcome to Pickup Patrol" email with login instructions that will allow easier, safer dismissals!



Sincerely,

Sue Blair
Principal
Paul Smith School
Franklin, N.H. 03235

