



First day of school:

1. Please make sure you notify your child's school that they will be attending SED, and what days they will be going. Dawe 781-344-7007: Gibbons 781-344-7008: Hansen 781-344-7006: South 781-344-7004: West 781-344-7005: O'Donnell Middle School 781-344-7002.
2. **Please make sure you attach the enclosed RED BUS TICKET** to your child's jacket or backpack so everyone knows where your child is suppose to be. This is very important for the younger children. They should keep this on for at least the first week of school.
3. Upon dismissal your children need to report to the designated location i.e. the cafeteria, gym, library as soon as possible (each school has a different location and might change from year to year). You can check with your school when you call to inform them that your child will be attending SED. We take attendance as the children are dismissed from school. It makes it much easier to track the children's whereabouts. **Once again if your child is going to be absent for any reason you need to notify both the school and SED.** You can leave a message at the **Hansen site at 781-344-3411** or at the **Jones site at 781-341-0886 by 2:00 p.m.** We have also enclosed an emergency phone card that you can place in purse, wallet, or home fridge.
4. When you arrive for pick up (anytime before 6:00 p.m.) please make sure you bring a picture ID the first few days. We will not release any child to anyone not on the transportation plan.
5. You need to sign your child out daily. There will be a sign out table at each site, just sign your name, your child's name and the time you're leaving. We will also have any new information you might need on the table.
6. If your children attend the Jones Site we will be issuing swipe cards to enter the building. They will be handed out on the first two weeks of school.

Please do not hesitate to call us at 781-344-5512 if you have any questions or concerns.

Don't forget to check out our web page at stoughtonextendedday.org for the latest information, programs and updates.