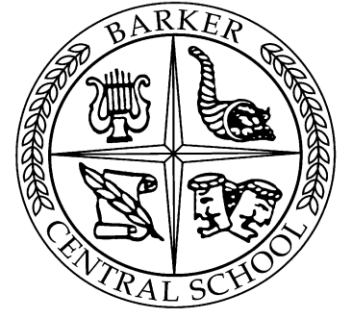


Barker Central School

1628 Quaker Road, Barker, New York 14012-0328



January 2022

To Pratt Elementary Parents and Guardians:

Starting Monday, January 31, Pratt Elementary will be using Pickup Patrol (PUP) for student dismissal plans and absence information. Pickup Patrol will save us a great deal of time here in the office and will reduce interruptions in our classrooms—while also providing you with a convenient and secure way to make changes to your children’s dismissal plans. Most importantly, it will help us ensure that our students are safely dismissed to their correct after-school destinations.

Use the PUP web app for:

ATTENDANCE: Notify the school office when your child will be absent, arriving late or leaving early (this will take the place of notes).

DISMISSAL CHANGES: Submit changes to your child’s regular dismissal plans. For example:

- *A student normally rides the bus, but is getting picked up today.*
- *A student usually goes to a babysitter, but is leaving early for an appointment.*

How it works:

Your child is assigned a dismissal plan when you set up the app. This is the plan they will regularly follow on normal days. We call this the Default Plan.

Whenever you have a change to the Default Plan, you’ll submit a change through the PUP app. When the plan is submitted, the school will be notified and your child’s teacher will relay the change to them.

All plan changes should be entered in Pickup Patrol. Notes, emails or phone calls will not be accepted for changes after **March 11, 2022.**

Getting started with PUP:

1. **REGISTER:** You will receive a registration email from Pickup Patrol on **Wednesday, January 12** with a link to set up your account. It is incredibly important that the district has a valid working email for a parent of each child. We have emails for all families but a few and we will be contacting them directly. The PUP web app is free to parents and you can use it from your smartphone or computer. PUP is not accessed through the app stores. Instead, for easy access, follow the instructions in your registration email for how to add it to your phone’s home screen.

2. ENTER DEFAULT PLANS: Once you register, **log into your PickUp Patrol account by January 21** to confirm your child's default dismissal plan. **It's important that you complete this step so that we can accurately dismiss your children.**

We understand this is a new process mid-year, but we have decided to implement this program to ensure students are being dismissed correctly and that the school has the most accurate information possible from families. Thank you for using PUP to make safety a priority and to ensure our dismissal process is efficient for all our students.

If you have any questions, please first check the [PUP FAQ](#) page. If you still need help, contact our Pickup Patrol coordinator, Rachel Anderson, at 716-795-3237 or at randerson@barkerbsd.net.

Sincerely,

Michael Carter
District Principal