

# ISD Family Reunification

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**ISSAQUAH SCHOOL DISTRICT 411**  
**Standard Reunification Process**

**Student/Family Reunification**  
Circumstances may occur at the school that require parents to pick up their students in a formalized, controlled release. The process of control led release is called a reunification and may be necessary due to weather, power outages, harmful or ill events occur at the school. The Standard Reunification Process is a protocol that makes this process more predictable and safe for all involved.

**Notification**  
Parents may be notified in a number of ways. The school or district may use its broadcast phone or text message system. In some cases, students may be called to send a text message to their parents. A reunification text message from a student may look something like this: "The school has closed, please pick me up at 3:25 at the main entrance. Bring your ID."

**Parent/Guardian Expectations**  
If a parent or guardian is notified that a controlled release and reunification is needed, there are some expectations that parents or guardians should be aware of. First, bring identification. That will allow you to be processed through the reunification process. Reunification is a process for an accurate and safe return of students to their parents or guardians. It is not a change of custody from the school to a recognized outside parent or guardian.

**What if a Parent Can't Pick-up Their Student?**  
When a parent can't immediately go to the reunification site, students will only be released to individuals properly identified as a student's emergency contact. Otherwise, the school will hold students until parents can pick up the student.

**ISD Standard Reunification Process**  
Have photo identification out and ready to show school district personnel.

Parent Name: \_\_\_\_\_  
Student Name: \_\_\_\_\_  
Student Grade: \_\_\_\_\_  
Name of person picking up student: \_\_\_\_\_  
Phone number of person picking up student: \_\_\_\_\_

**Reunification**  
There may be instances where a student may not be allowed to remove a vehicle from the parking lot. In this case, parents are advised to remain in the school. In some circumstances, high school students may be released on their own.

**Instructions:**  
**What if the Student Drove to School?**  
For students, the school asks that students be orderly and quiet while waiting. Students are also asked not to send other text messages while in or out of the school or reunification area, except the cellular network usage at no time may be present during a reunification.

**How it Works**  
For students, the school asks that students be orderly and quiet while waiting. Students are also asked not to send other text messages while in or out of the school or reunification area, except the cellular network usage at no time may be present during a reunification.

**ISD Standard Reunification Process**  
Have photo identification out and ready to show school district personnel.

Student Name: \_\_\_\_\_  
Student Grade: \_\_\_\_\_  
Name of person picking up student: \_\_\_\_\_  
Phone number of person picking up student: \_\_\_\_\_

Student Cell Phone Number: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_

**Reunification**  
Think we want to thank you for your patience during the reunification. We share the same goal during this process: getting you and your student 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 on this card.  
2. Prepare identification (if you don't have to with you, please move to the side of the line, it may take a little longer to verify your identity.)  
3. Select the appropriate check-in line. Lines may be based on either student's last name or grade.  
4. After checking in, staff will send a runner to retrieve your student. Please move over to the Reunification Location.  
5. If there has been an injury or other concern, you may be asked to meet with a counselor.  
6. Please be patient. We'll get through this as quickly as possible.

Time: \_\_\_\_\_

