

Brink Quick Check-out Procedures

These are the details for Brink Jr High's express check-out for severe weather situations. We have 3 student identification cards for each student. These cards will allow you or additional members listed on your child's Infinite Campus (IC) information, permission to pick up your child through an express line in the office or gym on district inclement weather early release days. Cards are printed on special colored paper and can't be replicated! The following steps will walk you through the process:

1. Parents can pick up cards at Brink Orientation night in August. **(Parents will need a Photo ID to pick up)**
2. If not picked up at Orientation, **parent must come by the office with photo identification to pick up their student's cards. (This is the initial step and must be done by a primary guardian. Additional members can be added to IC at this time.)**
3. Parent may give the three cards out to anyone listed in IC. (We recommend the primary guardian keep one card).
4. In an inclement weather check-out: If you **have the card** you will go to the express check-out line in the office or the gym (this depends on where we are releasing students from). If you **do not** have the card, you must go through the standard photo id verification process.
5. The card allows us to call for your child as soon as we see the card. We can release them to card holder without showing id. **(Therefore, the first step must be performed by guardian so a photo id verification can be made).**
6. The card will be returned to you a few days after the emergency check-out.