



ARCHWAY TRIVIUM WEST | WALKER PASS POLICY & WAIVER

Complete and Return to the Front Office

The Archway Walker Pass Waiver is required for Archway 1st-5th Grade students who will walk/bike home after school by themselves without an accompanying adult or Trivium Prep student. If a Prep student will be accompanying an Archway student to/from campus without an adult, please see the Family Handbook for our drop-off/pick-up procedures. Walking students will be dismissed from campus as a group to the corner of Bullard Ave/Encanto Blvd. This pass will not be issued to students meeting a parent's car in the parking lot or on a side street.

Once the waiver is received and student address is verified, a laminated **Archway Walking Tag** will be given to the parent or authorized adult, to be attached to the student's backpack. Parents are responsible to remove the Walking Tag or [email](#) the lead teacher, assistant and After-school Club Director in a timely manner on days when their child will be picked up from school by an authorized person, unless this responsibility is given to the Archway student (see options below).

I _____, parent/guardian of _____ in _____'s class give my permission for the above child to walk/bike home from Archway Trivium West.

I understand my child must live within 2 miles of ATW in order to walk/bike home. ____ (initial)

List address for verification: _____

I understand this is not a pass for my child to walk to the parking lot for pick up. ____ (initial)

I understand this is not a pass for my child to be picked up by car/vehicle along any perimeter streets adjacent to Archway Trivium West or Trivium Preparatory Academy. ____ (initial)

I understand that the Walking Tag is ONLY to be used for students who are actually walking or biking home from school without a Prep student. ____ (initial)

I understand that all Archway-only walkers will be dismissed from the Archway building **at the same time**. They will walk on their own, or with a staff member, to the corner of Bullard Ave. and Encanto Blvd. _____ (initial)

Choose ONE option:

- When my child has a Walking Tag on his backpack, he will ALWAYS be dismissed with the other walkers UNLESS I [email](#) the teacher, assistant teacher, and clubs director in advance. If I remove the Walking Tag, he will remain on campus and wait to be picked up by an authorized person. ____ (initial)
- When my child has a Walking Tag on his backpack, there will be some days when he walks alone and some days when he is picked up by an authorized person. My ARCHWAY child will know where to go on which days and will tell his teacher (he will specify either "Walking" or "On-Campus Pick-up"). I understand that in giving this responsibility to my Archway child, there may be mix-ups which delay pick-up. ____ (initial)

I understand that students must use sidewalks and crosswalks at all times while walking on campus (walking next to their bike if they have one). They may not walk or ride their bike through the parking lot. ____ (initial)

I have reviewed these procedures with my student. ____ (initial)

A copy of this waiver will be kept on file in the front office **and** with the student's teacher. Please fill out one form per student and return to the front office.

Parent Signature: _____ Date: _____

Contact Phone: _____ Contact Email: _____