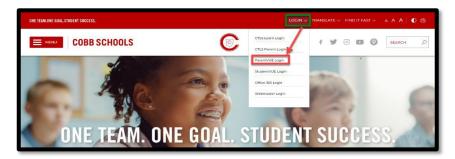
# Student Dismissal User Guide

## How to Update/Change Student Dismissal

1. Login to ParentVue



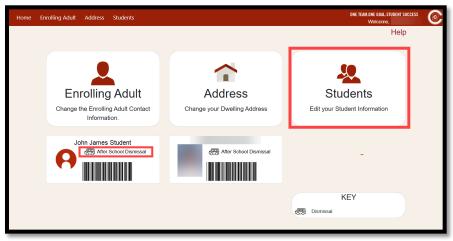
2. Enter ParentVue User Name and Password

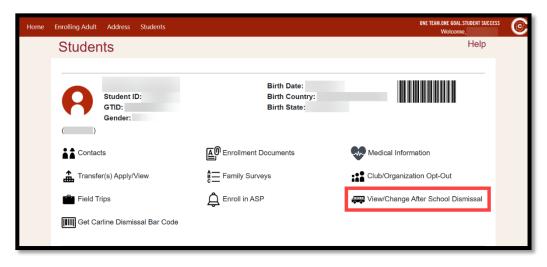
← → C ■ privetrue.cobb/t2.org/P/92_login.stpr           CSD ■ MUNIS ● Microsoft-Office.te ● /ina ■ Steryl M Polen.Court Hator			
COBB   ONE TEAMONE GOAL.			
ParentVUE and StudentVUE Access	5		
I am a parent >	Login		
rama parent >	User Name:		
	TestParent Password:		
	Forgot Password		
	For support, or a list of ParentVUE coordinators, click here.		
	English   Equilial		

3. Select Student Information → Dismissal Changes

			My Account Help Close
	Elementary School	COBB ONE TEAM.ONE	
		SCHOOLS   STUDENT SULL	Good morning, 4/1/20:
Hor			
	Synergy Mail		
1	Attendance	Update Student Information	Update Address/Contacts/Family Info
i iii	Family Information Guide		
23	Class Schedule		
<b>∃</b> A'	Grade Book		
A <sup>+</sup>	Report Card	Diamiasal Changes	Student Field Trip Dermission
- 64	Student Device Liability Agreement	Dismissal Changes	Student Field Trip Permission
i iii	Athletic Registration		
i ii	Office 365 Consent		
i iii	Family Engagement Registration		
i ii	School Meals		
-	Online Registration		
i	Student Information		
i.	HS Credit Recovery Summer School		

4. Select the View/Change Dismissal Icon





- 5. Dismissal View/Change screen allows the enrolling adult to view:
  - a. View Today's Dismissal Mode
  - b. Set Default Dismissal Mode
  - c. Set Emergency Dismissal Mode
  - d. Set Temporary Dismissal Changes
  - e. View Dismissal Changes History

\*\*Please note Same Day Changes must be submitted 40 minutes before Dismissal.\*\*

Studer	nt ID			
			a	
		Today's Dismissal M	ode: Car	
b		loudy a Diamaadi m	ouc. oa	
Default Dismis	sal Mode:			
Monday	Tuesday	Wednesday	Thursday	Friday
None	Asp	Asp	Asp	Asp
Emergency Di	smissal Mode:			
Emergency Di	smissal Mode:	Car		
Emergency Di	smissal Mode:	Car		
Emergency Di	smissal Mode: missal Changes:	Car		
Emergency Di	missal Changes:		di Dumineni Calilion	
Emergency Di	missal Changes:	<b>Car</b>	ut Dismissal Setting.	
Emergency Di	missal Changes:		At Dismissel Setting.	
Emergency Di	missal Changes:	hanges that differ from the Defau	At Dismissal Setting.	

#### Note on Dismissal Types

Dismissal types are shown in the screenshot below. 'Off Campus Care' programs (i.e., Primrose, Dae Han, etc.) are programs that pick your child up from school and transport them to their facility. The CLUB dismissal type should be selected for On Campus clubs (i.e., Kids Chess, Tennis Club, Art Club, etc.). During the selection process, you will be able to designate where your child will be dismissed from Club (CLUB-ASP or CLUB-Car). The Club dismissal type is only available for Temporary dismissals.

Off Campus Care	•
Off Campus Care	
ASP	
BUS	
Car	
CLUB	
None	

## Default Transportation Mode Changes

6. To make changes to the student's default transportation mode, select the pencil icon adjacent to 'Default Transportation Mode', select the daily transportation mode from the drop-down menu, and click 'Save'. The Default Transportation Mode can be changed as often as the enrolling adult requires.

Back to Students		
Student ID:		
Default I	Dismissal Transportation Chan	ge for
		ismissal mode does not register student for ASP.
* Same Day Changes must be subn		
	Monday	
	BUS	•
	Tuesday	
	BUS	•
	Wednesday	
	BUS	•
	Thursday	
	BUS	•
	Friday	
	BUS	v
Save × Close		

### **Emergency Transportation Mode Changes**

 To make changes to the student's emergency transportation mode, select the pencil icon adjacent to 'Emergency Transportation Mode,' select the emergency transportation mode from the drop-down menu, and click 'Save.' Emergency Transportation Modes include BUS, CAR, WALKER & NONE only.

Students
← Back to Students
Student ID:
Emergency Transportation Change for
Emergency Dismissal Mode: BUS
Save × Close

#### Temporary Dismissal Changes

To make temporary dismissal changes (i.e., modify same-day dismissal type, a future day, or a series of days), click the 'Change' button to enter transportation updates. Click 'Save'.
 Temporary Dismissal Changes are used to change the dismissal type for a specific date or recurring dismissal (i.e., short-term change for a weekly Club). For a long-term change, the Default Transportation Mode should be updated.

Home Enrolling Adult Address Students Weak	M.ONE GOAL.STUDENT SUCCESS come	i ©
Students		Help
Back to Students		
Student ID:		
Dismissal Mode Override		
Dismissal Mode changes are no longer being accepted for Today.		
Change Dismissal Mode for a Specific Date: * Same Day Changes must be submitted 40 mins before Dismissal. * Student must be registered for ASP to attend. Selecting ASP as a dismissal mode does not register stud	dent for ASP	
Select Date of Change		
04/04/2025	Ť.	
Select Dismissal Mode: ASP		
Do you need to repeat this Override?		
	h	
🖻 Save		

## Dismissal Bar Code

9. Click on "Get Carline Dismissal Bar Code" icon to view bar code or share bar code. By sharing this bar code, the Enrolling Adult actively gives Release To permission to another adult.

Home Enrolling Adult Addr	ess Students		ONE TEAM.ONE GOAL.STI Welcome,
Stude	ents		Help
	Student ID: GTID: Gender: F	Birth Date: Birth Country: Birth State:	
Cont	acts		Medical Information
Tran	sfer(s) Apply/View	E Family Surveys	Club/Organization Opt-Out
	l Trips - Action Required(1) Carline Dismissal Bar Code	A Enroll in ASP	🐺 View/Change After School Dismissal