





Car Line Dismissal


How to Add a Parent for Pickup

When adding a Car Line dismissal as your child's Default Dismissal or when adding Car Line as an Exception a series of questions will be asked.

1. Upon selection, the first question will appear. **Who is picking up your child?**

Select the appropriate radio button and click *Add Exception or Add Default Dismissal* depending on the area you are in. This example shows an Exception is being made against the Default.





Henry Shore - Dismissal Calendar

MON 27 Exception	TUE 28 Default	WED 29 Default	THU 30 Early Release	FRI 31 No School
MON	TUE	WED	THU	FRI

Add Exception



Tuesday, July 28th
(Lisa Zuk)

Dismissal Instruction:

Car Line



Who is picking up your child?

☐ Yourself / Another parent in your family that is registered with SDM

☐ Someone Else

Add Exception




Cancel

Back to Calendar

2. This view shows **‘Yourself/Another parent in your family that is registered with SDM’** was selected.

Next a selection may be made to assign a specific person permission to pick-up or *Any Parent of <your student's name>*.

Choosing the *Any Parent of* option will allow all registered parents in your family to have access to pick-up. Selecting a specific person here will prevent others from having access to FastLane on that pick-up day (their Parent PIN numbers/buttons will be disabled).



Henry Shore - Dismissal Calendar

MON 27 Exception	TUE 28 Default	WED 29 Default	THU 30 Early Release	FRI 31 No School
MON	TUE	WED	THU	FRI

Add Exception



Tuesday, July 28th
(Lisa Zuk)

Dismissal Instruction:

Car Line



Select the parent that is picking up your child:

Select a Parent



Sharon Kelly
Henry Shore
Zina Zuk

Any parent of Lisa Zuk



Add Exception


Cancel

Back to Calendar

3. This view shows **‘Someone Else’** was selected from the question **Who is Picking up your child?**

The next question in this series asks - **Is this person the parent of another student?** Yes or No



Henry Shore - Dismissal Calendar

MON 27 Exception	TUE 28 Default	WED 29 Default	THU 30 Early Release	FRI 31 No School
MON	TUE	WED	THU	FRI

Add Exception



Tuesday, July 28th
(Lisa Zuk)

Dismissal Instruction:

Car Line



Is this person the parent of another student?

☐ Yes

☐ No

« Back

Add Exception

Cancel

Back to Calendar

4. This view shows 'Yes' was selected.

Next, type in some of the student's name and options will appear. *Select the appropriate student from the drop down.*



Henry Shore - Dismissal Calendar

MON 27 Exception	TUE 28 Default	WED 29 Default	THU 30 Early Release	FRI 31 No School
MON	TUE	WED	THU	FRI

Add Exception



Tuesday, July 28th
(Lisa Zuk)

Dismissal Instruction:

Car Line



What is the student's name?

bis

Ben Bishop (Teacher: Lockhart)

Billy Bishop (Teacher: Nelson)

Add Exception




Cancel

Back to Calendar

5. Once selected, a new question reveals
- **Select the parent that is picking up your child:**

Again, the recommendation is selecting *Any Parent of <the student's name>*.

Choosing this option will allow all registered parents in their family to have access to pick-up your student. Selecting a specific person here will prevent others from having access to FastLane on that pick-up day (their Parent PIN numbers/ buttons will be disabled from picking up your child)



Henry Shore - Dismissal Calendar

MON 27 Exception	TUE 28 Default	WED 29 Default	THU 30 Early Release	FRI 31 No School
MON	TUE	WED	THU	FRI

Add Exception



Tuesday, July 28th
(Lisa Zuk)

Dismissal Instruction:

Car Line



What is the student's name?

Ben Bishop (Teacher: Lockhart)

Select the parent that is picking up your child:

Select Parent



Joe Bishop
Leena Bishop
Grover Cleveland
Sean Sachsen

Any parent of Ben Bishop

Cancel



Back to Calendar


6. This view shows **‘No’** was selected from the question **Is this person the parent of another student?**

Depending on your school’s permissions and parameters set in place for their school, you may or may not see this view.

If your school has granted parent’s permission to *Add View Only Parents* to their family, this statement will appear. If not, the view will advise *‘Call your school to setup a View Only Parent’*.

If permitted, select the green *Add View Only Parent button*





Henry Shore - Dismissal Calendar

MON 27 Exception	TUE 28 Default	WED 29 Default	THU 30 Early Release	FRI 31 No School
MON	TUE	WED	THU	FRI

Add Exception



Tuesday, July 28th
(Lisa Zuk)

Dismissal Instruction:

Car Line



Before they can be scheduled to pick-up, you will need to add this person as a View Only Parent so they can be assigned a FastLane Parent Number. If you are not ready to enter this person now, click the Cancel button and you can access this same Add button at a later time from the top of your calendar.

« Back

Add View Only Parent »




Cancel

Back to Calendar

7. Next, type in the person's first and last name, their email address and mobile number. Check the boxes - assigning this View Only access person to one or all of your family's students.

Click *Submit*

Notice at the bottom one adult has already been added previously - Sharon Kelly. She has only been allowed permission to pick-up either Lisa Zuk or Matthew Zuk. Her Parent PIN number/button will not allow her access to pick-up Bryan Zuk.



Add View Only Parent

View Only Parents are Family Members, Nannies, and Neighbors who occasionally or regularly assist with pick-up. They can only receive notifications and login to the View Only Screen to see upcoming dismissal instructions and their FastLane parent number.

Once added, these parents will automatically receive an email from SDM with their credentials. You may begin assigning this person for pick-up 1 hour after their profile is created.

**NOTE: Some schools may not allow you to add view only parents and is the reason all of your children may not be listed here. If this is the case, for the child(ren) not listed, contact their school office and request this view only parent to be linked to your child. You will need to provide the office with the email address you used to create the view only parent.*

First Name

Last Name

Email

Mobile Number

Students to Assign

☐ Bryan Zuk

☐ Lisa Zuk

☐ Matthew Zuk

Submit

Reset

Back to Calendar

Parent Name Sharon Kelly	Students Assigned Lisa Zuk, Matthew Zuk	Edit
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8. There are 3 different FastLane options schools may choose to use for their CarLine process. These parent views from the SDM App / Mobile website show each of these 3 methods. Check-in will begin 15 minutes before the dismissal bell rings.

Parent Self Check-in

The screenshot shows the 'Parent Self Check-in' interface. At the top, it displays the status bar with AT&T, signal strength, time (3:21 PM), and battery (29%). Below the status bar is a header with a menu icon, a question mark icon, and a green apple logo. The main content area is titled 'Debra Thompson - Dismissal Calendar'. It features a calendar grid with days of the week and dates. The current date, Wednesday, January 20th, is highlighted in green and labeled 'Exception'. Other days are labeled 'Default', 'Early Release', or 'No School'. Below the calendar, it displays 'Parent #: 479340' and a warning: 'Protect this number like a PIN; it identifies you as the person picking up.' A large blue button labeled 'CLICK HERE TO CHECK IN: Horizon Public School Car Line' is prominent. At the bottom, there is a red banner stating 'Changes for Today's Dismissal Allowed Until 2:30 PM' and a link to 'click here to choose a future date.' Below this, a grey banner says 'Today's Dismissals Monday, January 18th' followed by a list of names: James Thompson - Car Line : Debra Thompson OR Brian Thompson, John Thompson - Car Line : Debra Thompson OR Brian Thompson.

AT&T 3:21 PM 29%

Debra Thompson - Dismissal Calendar

MON 18	TUE 19	WED 20	THU 21	FRI 22
Default	Default	Exception	Default	Default
MON 25	TUE 26	WED 27	THU 28	FRI 29
Default	Default	Default	Early Release	No School

Parent #: 479340

Protect this number like a PIN; it identifies you as the person picking up.

CLICK HERE TO CHECK IN:
Horizon Public School
Car Line

Changes for Today's Dismissal Allowed Until 2:30 PM

Choose a day above or [click here to choose a future date.](#)

Today's Dismissals Monday, January 18th

James Thompson - Car Line : Debra Thompson OR Brian Thompson
John Thompson - Car Line : Debra Thompson OR Brian Thompson

QR Code Check-in

The screenshot shows the 'QR Code Check-in' interface. It has the same header and calendar as the first screenshot. The calendar highlights Wednesday, January 20th as an 'Exception'. Below the calendar, it displays 'Parent #: 479340' and the same warning. A large blue button labeled 'CLICK TO CHECK-IN VIA QR CODE' is prominent. At the bottom, there is a red banner stating 'Changes for Today's Dismissal Allowed Until 2:30 PM' and a link to 'click here to choose a future date.' Below this, a grey banner says 'Today's Dismissals Monday, January 18th' followed by a list of names: James Thompson - Car Line : Debra Thompson OR Brian Thompson, John Thompson - Car Line : Debra Thompson OR Brian Thompson, Sharon Thompson - Car Line : Debra Thompson OR Brian Thompson.

AT&T 3:18 PM 30%

Debra Thompson - Dismissal Calendar

MON 18	TUE 19	WED 20	THU 21	FRI 22
Default	Default	Exception	Default	Default
MON 25	TUE 26	WED 27	THU 28	FRI 29
Default	Default	Default	Early Release	No School

Parent #: 479340

Protect this number like a PIN; it identifies you as the person picking up.

CLICK TO CHECK-IN VIA QR CODE

Changes for Today's Dismissal Allowed Until 2:30 PM

Choose a day above or [click here to choose a future date.](#)

Today's Dismissals Monday, January 18th

James Thompson - Car Line : Debra Thompson OR Brian Thompson
John Thompson - Car Line : Debra Thompson OR Brian Thompson
Sharon Thompson - Car Line : Debra Thompson OR Brian Thompson

NumberPad Check-in

The screenshot shows the 'NumberPad Check-in' interface. It has the same header and calendar as the previous screenshots. The calendar highlights Wednesday, January 20th as an 'Exception'. Below the calendar, it displays 'Parent #: 479340' and the same warning. A large red banner at the bottom states 'Changes for Today's Dismissal Allowed Until 2:30 PM'. Below this, there is a link to 'click here to choose a future date.' Below the link, a grey banner says 'Today's Dismissals Monday, January 18th' followed by a list of names: James Thompson - Car Line : Debra Thompson OR Brian Thompson, John Thompson - Car Line : Debra Thompson OR Brian Thompson, Sharon Thompson - Car Line : Debra Thompson OR Brian Thompson, and Matthew Yates - Bus 21. At the very bottom, there is a grey banner labeled 'Upcoming Exceptions'.

AT&T 3:24 PM 29%

Debra Thompson - Dismissal Calendar

MON 18	TUE 19	WED 20	THU 21	FRI 22
Default	Default	Exception	Default	Default
MON 25	TUE 26	WED 27	THU 28	FRI 29
Default	Default	Default	Early Release	No School

Parent #: 479340

Protect this number like a PIN; it identifies you as the person picking up.

Changes for Today's Dismissal Allowed Until 2:30 PM

Choose a day above or [click here to choose a future date.](#)

Today's Dismissals Monday, January 18th

James Thompson - Car Line : Debra Thompson OR Brian Thompson
John Thompson - Car Line : Debra Thompson OR Brian Thompson
Sharon Thompson - Car Line : Debra Thompson OR Brian Thompson
Matthew Yates - Bus 21

Upcoming Exceptions