



# Silent Dismissal Guide

## SCHEDULE & APP ACCESS

### Set up a Monday - Friday default schedule

Sign in at [www.davinci.sdcs28.com](http://www.davinci.sdcs28.com). Enter your email address for the User ID and your password.

DaVinci Academy  
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Links  
Bus Stops for 2020-21

Account Profile  
Karnina Ehoff  
karninaehoff@gmail.com  
Alerts: None

Students

OVR	Note	First Name	Last Name	Pick Up ID	Bus Stop	People	Excl	Hist	Status	Today	Edit
		Daniel	DaVinci	49	0 / 1	0	0		Normal	Bus Purple Bus - Athletics Basketball	

On the **account profile** page, click the blue pencil icon to open your default schedule. Use the drop-down menus to select your default settings. Think of your default days as ALL Mondays, ALL Tuesdays, etc. What is set here is what DaVinci will follow on that day of the week UNLESS an override is set.

Monday: Pick Up

Tuesday: Baking Club Tuesdays (Room 319)

Wednesday: Pick Up

Thursday: Pick Up

Friday: Pick Up

### Dismissal Options – Select the following as they apply to your student(s)

**Pick-Up:** Student will be picked up by their parent at the east door.

**Bus:** Student will ride the bus. Select their pre-registered bus color.

**Extra Curricular Classes:** Student is registered for and will attend an after school class.

**Extended Care:** Days requested in the DaVinci Den program will be pre-assigned each month based on preferences.

### Set current day override – an easy change for today only

*Don't mess up your default schedule, just override it!*

- Sign in to Silent Dismissal before 1:30PM on the day of the change.
- Bussing changes can only be made after 1:30PM by calling the office.
- Click the blue checkmark icon to the left of your student's name. If the clock is red it is too late to make a change, please call the school.
- On the pop-up menu, set your dismissal change for today.
- When the day ends, the override change disappears; your default schedule remains active.
- DaVinci will follow the override dismissal choice when it is set.
- Double check override settings for additional family members if they need to be changed.

Student Dismissal Override

04/19/2021 Daniel DaVinci

☒ No Override (Normal Dismissal)

☐ Pick Up Only

☐ Alternate Pick Up ID

☐ Bus Black Bus to Front Door

☐ Bus Gray Bus - to Front Door

☐ Bus Purple Bus - to Front Door

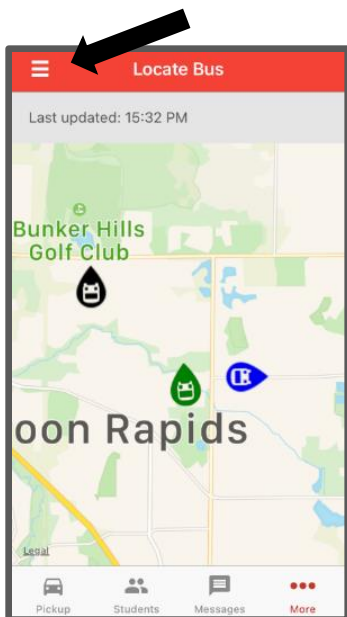
☐ Athletics Basketball to Gym

☐ Other Baking Club Wednesdays (Room 319)

☐ Other Detention

No future overrides scheduled

Cancel



## NEW FEATURE – Interactive Bus Stop Map

Families who use the Silent Dismissal app can access the location features under the drop down menu at the top left of your device. The map displays all of the buses and updates every 30 seconds so you will need to refresh the screen frequently. A link to the bus stop map can be found on the silent dismissal home screen. The most up to date bus arrival times will be posted on that map.

## Download the App

*If you are interested in getting the Silent Dismissal app it will need to be activated by the office staff so that there is no charge to you.*

- Download the Silent Dismissal app from your app store
- Email the school office [office@davincicharterschool.org](mailto:office@davincicharterschool.org) to request access to the app
  - Please provide your brand of phone (ie: Android or iPhone)

The app will allow you to make changes to your end of day arrangements, dismiss your child to the East lot during your scheduled pickup window, and locate busses.