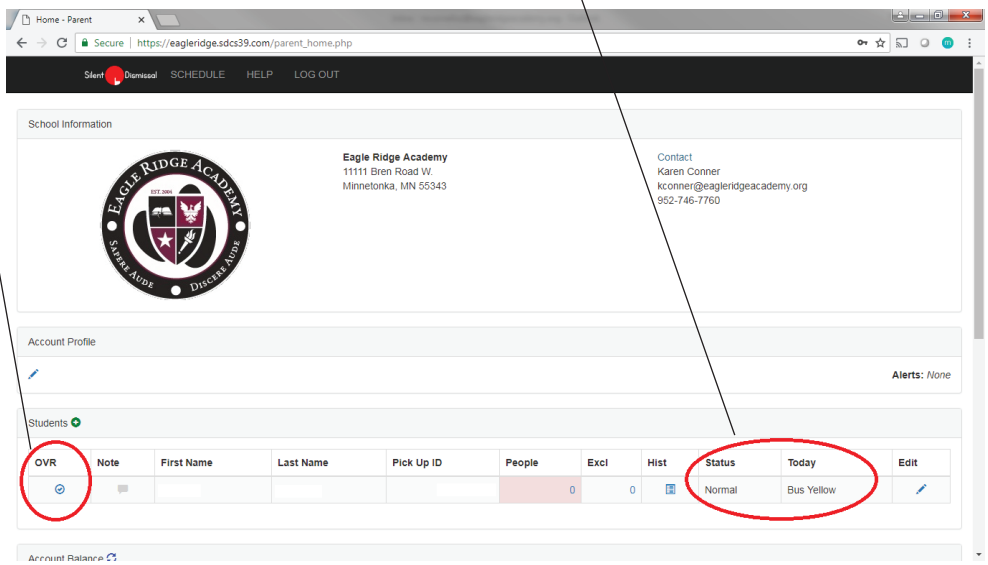
How to Change Daily Transportation in Silent Dismissal

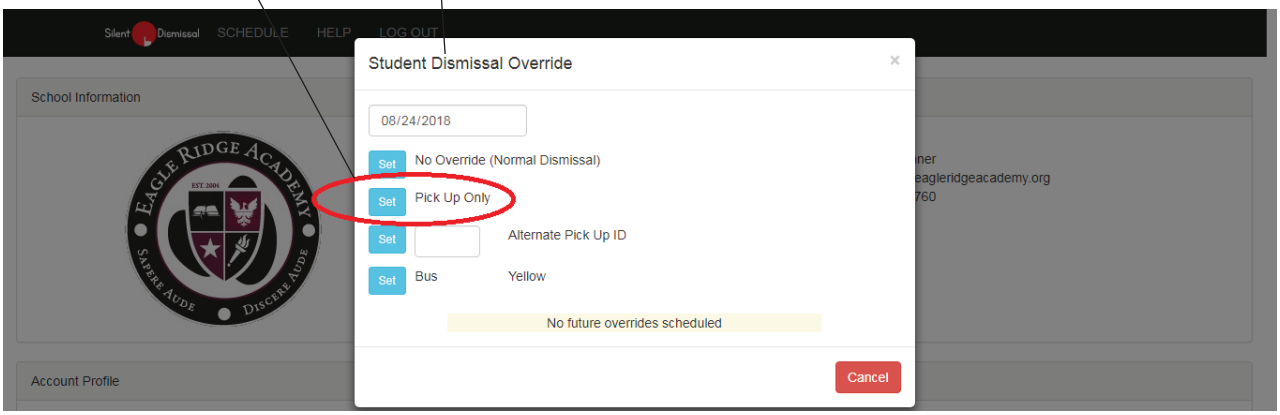
1. Log in to Silent Dismissal Account. For steps to create your Silent Dismissal account, click here.

2. Locate the ***blue checkmark*** in the "Override (OVR)" column next to your child's name. Notice that your child's normal mode of transportation for the day is listed in the "Status" and "Today" columns.

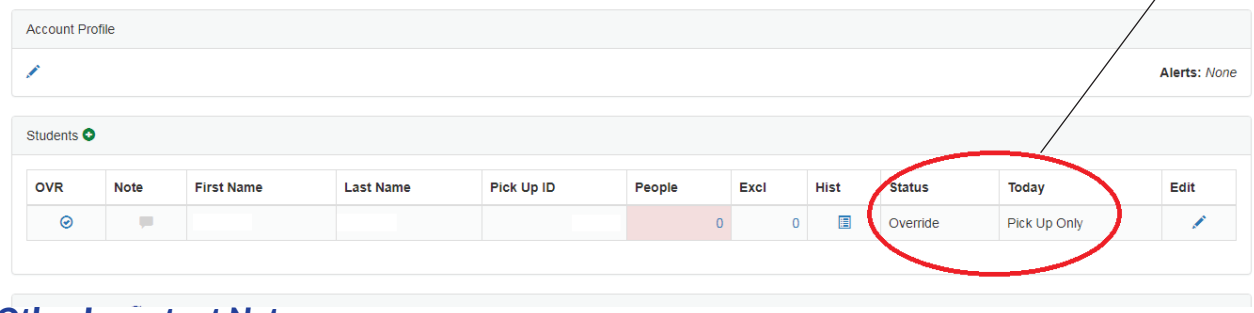


3. Click on the blue checkmark. This will open a new window that reads "Student Dismissal Override."

4. Locate the ***transportation mode of choice*** for your child (i.e., "Pick Up Only" if moving from Bus to Car Pick Up.) Click the ***blue "Set" button.***



5. Notice that now the "Status" and "Today" columns for your child have changed to "Override" and the alternate transportation method you chose in the step above. ***Your child's mode of transportation has effectively been changed for the current day!*** Note: If you have multiple children associated with your account, you must follow these steps to make the change for each child.



Other Important Notes:

- Changes MUST be made each day by 2:45 p.m. in order to take effect. At 2:45 p.m., the Silent Dismissal system locks and no further changes may be made.
- Changes made using these steps are implemented for one day only. The steps must be repeated to change modes of transportation on subsequent days.