



July 2019

TO: Parents of Students in Grades K - 6
FROM: Mrs. Jennifer Bandy, Principal, Grades K - 2
Mrs. Tasha Holliday, Principal, Grades 3 - 6

We are looking forward to seeing your children soon. Please read the following information carefully; there are changes from previous years. This information should be helpful as you plan for the first day of the 2019-2020 school year:

1. Orientation Sessions

Orientation for all K4, K5, TK and first grade students and their parents is on Monday, August 12, at 1:00 PM in the Worship Center at Briarwood Presbyterian Church. All **new second grade** students and their parents will also meet on Monday, August 12, at 1:00 PM in the Worship Center. Parents, please drop off students in their classroom at 12:45 prior to coming to the Worship Center.

All students and parents **new** to Briarwood in **grades 3 - 6** should meet on Monday, August 12, at 1:45 PM in the Chapel.

Returning students in 2nd-6th grade and their parents are invited to visit their 2019-2020 classrooms and meet their teacher at an Open House from 2:15 PM until 3:15 PM on Monday, August 12.

Orientation for **parents of third grade** students is on Tuesday, August 13, at **8:15 AM** in the Chapel.

2. First School Day

Tuesday, August 13- **All** students in K4-6th grade will begin school today.

3. School Hours

8:00-12:45- **K4 and K5 students enrolled in the half day program**

8:00 AM - 2:20 PM, **Full Day K4, K5, TK, 1st, and 2nd Grade students**

*Please note: In the past 1st grade did a half day dismissal the first two weeks of school. We will not implement that plan this year. **This year first grade will begin full days on August 13th.**

8:00 AM - 3:00 PM, **Grades 3 - 6.**

***Please note that for the 2019-2020 school year we will do a LATE START day every THURSDAY. School will begin on Thursdays at 8:45 am. Carpool begins at 8:15 am. Early Care is available for**

starting at 6:45 am. Students arriving between 6:45-7:20 will be charged a small fee and no fee will be charged to students who arrive between 7:20-8:15 am. See more information in the Late Start Information Sheet found in this packet.

4. Before and After School Supervision

The school provides supervision of students from 6:45 AM - 5:30 PM on each regular school day.

a) All students arriving at school between 6:45 AM and 7:40 AM are to report to the gymnasium. Before School Supervision begins at 6:45 AM for students who need to arrive before 7:20 AM. The charge for this service is \$12.00 per month per family if the student(s) arrives before 7:20 AM one or two days a week and \$20.00 per month per family if the student(s) arrives early on three-five days per week. ***On Thursday late start mornings, any student arriving between 6:45-8:10 should report to the gym lobby. Please drop off students in the side/gym carpool area on Thursday mornings between 6:45 am and 8:10.** See the Late Start Reminder document for more information.

b) At the 7:40 AM bell, students are dismissed to report to their classrooms. (*On Thursday morning late start days, students will be dismissed to classrooms around 8:15 am.)

c) Carpool procedures are enclosed. **We will mail new carpool numbers to you separately.** Each returning family's carpool number will remain the same. The 2019-2020 large-sized carpool numbers must be used for carpool. The large or pocket-sized carpool card may be used for indoor dismissal procedures. Additional 2019-2020 carpool numbers may be ordered in the school office for a nominal fee.

d) Students must vacate all School and Church buildings by 3:15 PM.

Students in grades 3-6 who are not picked up by 3:15 PM (or the end of afternoon carpool time) are required to go to The Lion's Den after school care program.

5. After School Supervision for Students

a) **Grades 1, 2, full day K4, full day K5 and TK** : 2:20 PM - 3:00 PM. Delayed Carpool Care Service-The school offers this service at no charge to families who, because of the grade placement of their children, would have to make two trips to school in the afternoon. It is also provided as a service for families involved in carpool arrangements. **To enroll a child, for this service, please fill out the enclosed Delayed Carpool Care Service form and return by August 1. This study hall is provided only for carpool purposes.**

b) **Grades 1, 2, full day K4, full day K5 and TK**- 2:20 PM-5:30 PM After school supervision, now known as "The Lion's Den", is provided as a service for parents who work outside the home and cannot pick up their children when school is dismissed or for parents who have special travel or transportation needs. Program costs, specific guidelines about the program, and an enrollment form can be found in the summer information packet. To enroll your child, complete and submit the Lion's Den form by August 1.

c) **Grades 3-6**: 3:00 PM - 5:30 PM. After school supervision, now known as "The Lion's Den", is

provided as a service for parents who work outside the home and cannot pick up their children when school is dismissed or for parents who have special travel or transportation needs. Program costs, specific guidelines about the program, and an enrollment form can be found in the summer information packet. To enroll your child, complete and submit the Lion's Den form by August 1.

6. Physical Education Attire

All students in grades K4 – 2nd are required to wear athletic shoes that provide support for the ankles and cushioning for the feet that are designed for athletics. However, students may participate when wearing other types of tennis shoes, or sneakers. Shoes must fit well and stay on the feet with Velcro or tie during activity. Socks are required. The following shoes are not appropriate for physical education activities: slip-on moc and clog style, Mary Jane or sandal style shoes, flip-flops, Wallabies or Sperries types, Crocs or Croc type, boots, Five Fingers or any Treksport types, or any shoe with a heel.

Students in grades 3-6 are required to wear athletic shoes that provide support for the ankles and cushioning for the feet that are designed for athletics. Shoes must fit well and stay on the feet with Velcro or tie during activity. Socks are required. The following shoes are not appropriate for physical education activities: KEDS and Converse, slip-on moc and clog style, Mary Jane or sandal style shoes, flip-flops, Wallabies or Sperries types, Crocs or Croc type, boots, Five Fingers or any Treksport types, or any shoe with a heel.

Girls in grades K4-6th grade are required to wear shorts under their dresses.

Students in grades 5 & 6 are required to wear PE uniforms . The cost for uniforms is \$21.00 per set. The order form to purchase PE uniforms is included in this mailing. It must be returned by August 1. Physical Education teachers will distribute uniforms during the first few days of school. Purchases are charged to the tuition account.

7. Dress Code/Hair

The Dress Code Guidelines for 2019-2020 are included in this mailing. Students are expected to be in compliance with the Dress Code Guidelines on the first day of school.

8. School Supplies

Please note that we are ordering classroom supply packs for all Early Childhood and Elementary students, and we will have them ready for them on the first day of class. The charge for these items will be reflected on your June statement. Binders are not included in these supply packs. Students in grades 3-6 must purchase a 1 ½ inch heavy duty binder. Book sox will also need to be purchased for textbooks for students in 3rd-6th. We also encourage parents of students in K4-6th to purchase a pair of headphones for the tech lab and classroom use. Please see the informational flyer for more details on what kind of headphones to purchase. Please refer to the school supply information sheet in this packet for additional details about school supplies.

9. School Calendar

We encourage you to take a look at the calendar for the 2019-2020 school year. In an effort to better serve our students and families and prevent “overscheduling” of activities, we have made some adjustments to the calendar for some activities and events that have traditionally been held at a certain time of year. Please take note that a Fall Break has been added in October and Parent-Teacher conferences have been scheduled earlier in the year in an effort to better communicate and be more proactive with student progress.

10. Room Assignments:

Information about the classroom assignment for your child will be available on Renweb by August 9 after 5:00 pm.

11. Shuttle Bus:

Please check the website for information related to the Shuttle Bus. Please note the shuttle bus times are the same each morning, including our Thursday Late Start Day.