



Alum Creek Elementary School
2515 Parklawn Dr.
Lewis Center, OH 43035

Phone: 740-657-4600

Building Contacts:

Principal: Brandy Worth

Assistant Principal: Heidi Leeds

Counselor: Nicki Cristina

Secretary: Kathy Culp

Fax: 740-657-4649

Daily School Hours:

Building opens: 8:40

Start of School Bell: 8:50

Dismissal: 3:30

Daily Office Hours: 8 a.m. - 4:30 p.m.

Transportation:

Contact the Transportation Department at 740-657-4080 with any questions about your child's bus, route or driver. Bus numbers and route information will be posted in PowerSchool no later than Thursday, August 11.

Absences:

Parent/guardian must call the school, 740-657-4600 if his/her child will be absent, no later than 10 a.m. the day of the absence. A call may be made anytime and a voice message left. Please include the child's name, grade level, teacher's name, and reason for the absence. Upon the child's return, a doctor's note or note from parent is required.

Dismissal:

All teachers must be notified of any changes to your child's normal dismissal plan. The child's normal dismissal plan will be followed without a note from a parent. The students may:

- Ride the school bus, daycare bus or walk home
- Parent signs student out in the office
- Parent pick-up
- Y-Club before/after school care program (Parents must pre-register their child for this YMCA program)

Recess:

Children are expected to be properly clothed for daily outside play. Students will be outside for recess when:

- The temperature is 20 degrees or above
- Or, the wind chill is 15 degrees or above

Communication:

Olentangy Local Schools website: olentangy.k12.oh.us

District mobile app: Olentangy Schools

Alum Creek Elementary PTO website: <http://acesarrowspto.digitalpto.com/>