Quick Tips for a Successful School Year

Car Rider Line

- Cars will unload the entire length of the sidewalk (about 12 cars), not just at the car rider door entrance.
- Doors open to students at 7:00 AM.
- Staff will be present to assist.
- Please have your child ready to exit the car.
- At 7:30 the tardy bell rings. Cars will be re-directed to the main entrance and your child will be counted as tardy. For the first week, parents who are in line prior to 7:30 will not be counted tardy. After the first week, students will be counted tardy.
- The expectation is for every student to be on time and in their classroom by 7:30.
- Kindergarten parents may escort their child to the classroom through Thursday morning, 9/1/22.

Bus Information

- All students who are not in 4th or 5th grade or do not have a sibling in 4th or 5th grade must have an adult at the bus stop or at the door if it's a house stop in order for the student to get off the bus. If an adult is not present, the student will be brought back to school and the parent can pick up the child around 3:30 PM.
- After a student has been returned to the school on 3 occasions because a parent was not present, the student will be suspended for one day from the afternoon bus.
- Students may ride their assigned bus only to and from school (no riding to a friend's house).
- Bus rules were sent home at Open House; please look over and review these with your child.

Changes in Transportation

- ALL changes in your child's transportation require a WRITTEN note to the teacher that states the transportation change. The school is unable to take changes in transportation via email, text, fax, or phone calls.
- Transportation notes should come in with the student in the morning. There will be no transportation changes after 12:00 PM.

Attendance

- Your child should be in attendance at least 95% (171 days present/9 absences) of the school year.
- If your child is sick (fever, vomiting, diarrhea), the student is expected to stay at home at least 24 hours and be free of symptoms WITHOUT medication before returning.
- If your child is sick, it is not required to call the school to inform the office staff; however, please notify your child's teacher.
- EVERY student absence requires a note to explain the student's absence within 48 hours of the illness. Parents may 1) write a "mommy's note" that states the date(s) of the illness and reason for illness, 2) send in a doctor's note, or 3) fill out an on-line absence through the district webpage. Emailing your child's teacher is not an acceptable method to explain a child's absence.
- Family trips will be coded as unexcused.
- 10 or more unexcused absences could lead to truancy court (there are 3, 6, and 10-day unexcused letters).
- At approximately 12:00 PM, the district sends out a message to the homes of students that were absent from school that day. If you receive one of these phone calls and your child is at school, please call the school to correct this matter. There are rare instances when a teacher or substitute marks the wrong student absent.
- The school is not permitted to dispense any medication without an order from the doctor. If you child has any allergies, asthma, diabetes, or seizures that require medication at school, please contact the school nurse.
- Over the counter medications are not permitted at school. A parent may come to school and give their child OTC medication for a headache, cough, etc., but without a doctor's order, the staff is not permitted to do so.

Car Traffic Pattern/PM Pick-up

- Please follow the car rider traffic pattern for both morning and afternoon drop off. Parents are expected to come up Rumple and turn RIGHT into the school campus. There are NO LEFT turns from Rumple into the school, nor will the School Resource Officer allow cars to come straight across Thomas St in the morning.
- In the afternoons after you pick up your child, there are no traffic restrictions at the intersection of Rumple and Thomas Streets.
- Parents/guardians are required to have a TES car rider tag in order to pick up a student. If you do not have one, you will need to park your car, grab your ID, and go into the office to pick up your child.
- Please do not cut in line.
- Please be PATIENT. Initially, PM car rider traffic moves slowly the first two weeks of school. As parents and students learn their car rider process, this will speed up to the point that car rider is usually completed by 2:45 PM (expect closer to 3:00 PM the first 2 weeks of school).

- If your child is a car rider, the child needs to know his/her FIRST and LAST name. Students are called to their parent's car using first and last names. Also, teach your child to recognize numbers 1-5 since these are the numbers used on the cones.

Student Sign-outs

- Please be aware of when your child has lunch and recess; there will be no student sign-outs during these times.
- There will be no student sign-outs after 1:30 PM.
- Until the office staff get know the parents of the students, please bring your license or ID to sign-out your child.
- If there are any custody orders that impact the school day; please bring the order to the office for administration to review and place in the child's cumulative folder. If an order changes, notify the school immediately with a new copy of the order.

Lunch Information

- School breakfast costs $1.50 (parents have the option to feed their child at home). Students may not charge breakfast.
- School lunch costs $3.00. Parents may pack their child a lunch.
- When sending money into the school for breakfast, lunch, or supplemental items, please send the money in an envelope with student's name, teacher's name, and the student's lunch number.
- Store-bought items such as cookies or cupcakes may be sent into the school to celebrate a student's birthday. Due to allergies, the school is not able to accept any homemade items.
- Beginning the 2nd week of school, supplemental items, such as ice cream, chips, and drinks are available for student purchase (these items cannot be charged). Parents may put a limit on what a child buys or how often by writing a note to the cafeteria manager that explains your wishes.
- Please complete an application for Free/Reduced lunch. Do not assume you will not qualify since income and the number of individuals living in the household are factors for qualification. www.lunchapplication.com
- TES is a Title I school which means we receive federal monies for our school based on the number of students who qualify for free or reduced lunch. These monies are extremely beneficial to the school and our students. For example, this year, using the Title I monies, TES was able to hire 4 part-time teacher assistants, 2 interventionists, and an additional first grade teacher (which help reduce class size).

General Information

- Please label your child's items: coats, sweatshirts, lunch boxes, and bookbags with their first and last name.
- Please send in an extra set of clothing to keep at school in case of an accident that requires a change of clothes.
- Unless directed by the teacher, your child should not bring any toys to school.
- Kindergarten teachers will communicate with you using a daily folder, please check your child's bookbag and look for this folder each day.
- Encourage your child to tell the teacher or bus driver right away of any problems they encounter so that it can be addressed immediately. If you have any questions about what is going on with your child, always contact the teacher, not administration first.
- Sometime in September, the cafeteria will be open for lunch visitors. Since many of our students have not eaten in the cafeteria for the last three years, we need to teach students the expectations first.
- Classroom volunteers will be permitted in September also. Parents who want to volunteer must complete a background check and attend a training on volunteer expectations.