

Walled Lake Elementary Information Sheet



SCHOOL HOURS

First Bell:	8:50 a.m.
Classes Begin:	8:55 a.m.
Dismissal:	4:00 p.m.
½ Day Dismissal:	12:35 p.m.

24-HOUR ATTENDANCE HOTLINE

If your child is going to be late to school or absent from school, please call Walled Lake Elementary school's 24-hour attendance hotline at 248-956-4390 by 9:00 a.m. Our voicemail system will record your message. You will be contacted in order to assure your child's safety and to determine his/her whereabouts if a message has not been left.

BREAKFAST PROGRAM

Walled Lake Elementary offers a host of breakfast items each morning school is in session. The State of Michigan recently approved free breakfast and free lunch for all public school students. Please visit <https://www.wlcsd.org/departments/food-service> for the most up-to-date information regarding school breakfasts.

BUS TRANSPORTATION

Bus service is provided to designated Walled Lake Elementary attendance areas. Students must ride their assigned bus. The WLCS Transportation Department can be reached at 248-956-3090 or <https://www.wlcsd.org/departments/transportation>. For information about late buses, please call Transportation's School Bus Hotline at 248-956-5199.

LUNCH PROGRAM

The State of Michigan recently approved free breakfast and free lunch for all public school students. Children may also purchase milk, water or juice. Menus are available in the vestibule. The most up-to-date menus are always available online. Each day, students may select from the lunch listed on the posted lunch menu or *light lunch*. *Light lunch*, available daily, consists of yogurt, cheese stick, grains, fruit, vegetable, and milk. Forms for free and reduced lunch, as

well as information about prepaying a la carte breakfast and lunch items, are available in the main office and online at <https://www.wlcsd.org/departments/food-service>. Students may also bring lunch from home. Please visit the WLCSD Food Service website, provided above, for the most up-to-date information regarding school lunches.

If your child has dietary restrictions, due to medical, religious, or cultural needs, please complete [this form](#). A physician's signature is NOT required for dietary restrictions due to religious or cultural needs. We are unable to accommodate dietary restrictions without this form on file.

MEDICATION POLICY

An "Authorization to Administer Medication" form is required for your child to receive any type of medicine at school. This form must be signed by you and your child's doctor and is retained in the school office. School Board Policy prohibits school personnel from administering any medication without physician approval. This includes cough medicine, cough drops, aspirin, and all other over-the-counter products. [Authorization Forms](#) can be found on our school website and in the main office.

PRIME TIME CARE

The Prime Time Care program provides childcare before and after school. Childcare services are available from 6:30 a.m. – 8:50 a.m. and from 4:02 p.m. – 6:00 p.m. Registration materials are available online at <https://www.wlcsd.org/programs/primetime-care>. The Prime Time Care program district office can be reached at 248-956-5110.

SKYWARD FAMILY ACCESS

[Skyward Family Access](#) is an informational resource made available to every family. It provides a safe, secure, and easy access to your child's records, including your child's grades, attendance, report cards, schedule, and payment/balance information on his/her food service and child care accounts. To obtain a Family Access username and password, please email FamilyAccess@wlcsd.org or contact the Family Access hotline at 248-956-2190. Please be sure to include your name, the name of each child in the district, your email address, and a daytime phone number.

SOCIAL MEDIA & WEBSITES

- Follow us on Twitter at www.twitter.com/wletigers and on Facebook at https://www.facebook.com/Walled-Lake_Elementary
- Follow Wallee, WLE's therapy dog on Twitter at www.twitter.com/WalleeWLE and on Instagram at www.instagram.com/walleewle/.
- Walled Lake Elementary school's website may be accessed at: <https://walledlake.wlcsd.org/>.
- Walled Lake Consolidated Schools' website may be accessed at www.wlcsd.org.

WLE TIGER DISMISSAL PROCESS

The WLE Tiger Dismissal process is designed to ensure that our children are dismissed in a safe and organized manner. Students not riding the bus, nor enrolled in Prime Time Care, must be registered in the WLE Tiger Pickup. This includes students that will be picked up in a private vehicle and students who will be picked up by a parent/guardian to walk home.

Cars must follow the posted signs and pick up their children at the southeast corner of the school, just outside the gymnasium. Please remember to have your car sign visible to staff members. Students will be accompanied to their vehicle for pick up. Parents/guardians must register each school year. Please discard the previous year's car sign to avoid any confusion. **If you plan to regularly pick up your child at the end of the school day, by private vehicle or by walking, please click [HERE](#) to register for Tiger Pickup.**

- ✓ In the case of appointments or similar engagements, please make every effort to sign your child(ren) out of school prior to 3:30 p.m. **Please note that any child signed out of school prior to dismissal will be marked as "early dismissal" on his/her attendance records.**
- ✓ Please consider having your child ride the bus if he/she is eligible for this safe and convenient mode of transportation provided by Walled Lake Consolidated Schools.
- ✓ Additional information on the Tiger Pickup process, including a diagram, can be found [HERE](#).
- ✓ **Please be patient, safe, and courteous to other drivers, children, and staff members volunteering to assist with the arrival and dismissal process. Safety is our top priority!**

Please contact the Walled Lake Elementary main office at 248.956.4300 with any questions you may have during the school year.