

## **Swallow Daily Schedule**

## School Day: 8:05 am - 3:15 pm

• Drop off is from 7:45-8:00 am so that children can be in their classrooms ready to begin learning at 8:05 am when school begins. Pick-up (and bus loading and departure) is from 3:15-3:25 pm. The front desk is staffed from 7:30 am - 3:30 pm on school days. Summer office hours are from 9 am-3 pm Monday-Thursday, or by appointment.

## Middle School Bell Schedule

Hour 1: 8:05 - 8:53

- Hour 2: 8:55 9:37
- Hour 3: 9:39 10:21
- Hour 4: 10:23 11:05
- Hour 5: 11:07 11:49
- Lunch 11:50 12:10
- Hour 6: 12:33 1:15
- Hour 7: 1:17 1:59
- Hour 8: 2:01 2:43
- SOAR: 2:45 3:15

**How to Report a Student Absent:** When you call the school (262-367-2000) to report an absence, please select extension #301, the attendance line extension after the main greeting. You will be asked to leave your name, your child's name and grade, and the reason s/he will be absent. If it is an illness, please state symptoms.