



Murry Fly Elementary

11688 W. Westview Dr.

Odessa, TX 79764

Phone: 432-456-1269

Christina Salinas, Principal

Jean Villarreal, Assistant Principal

LaLonnie King, Assistant Principal

The following policies and procedures have been implemented to ensure the safety of all students:

- The school doors open at 7:15 AM to ensure students are supervised at all times. You may drop off students after that time.
- Students arriving after 7:45 AM will need to be escorted by parent/guardian to the office for a tardy slip and sign be signed in.
- Students will not be able to be picked up early from school after **3:00 PM**. If your child has a doctor's appointment, you will need to arrive prior to 3:00 PM. If you arrive after the cutoff time, you will need to wait for regular dismissal time which is at 3:20 PM.
- If you have a change of dismissal, let the office personnel know by 2:00 PM to ensure we have enough time to effectively communicate this information with the teacher and your student. As a reminder, early pick-ups do have an impact on your student's attendance record and are considered when attendance awards are given.
- You must have your photo id in order to pick up your child during the day.
- By signing below, I acknowledge that I have read Murry Fly's policies and procedures regarding student drop off and pickup and that I have read the Arrival and Dismissal Traffic Plan.

Please see the procedures for lunch drop and birthdays below:

Lunch Drop Off:

- If you are bringing lunch for your child, it will need to be dropped off before 10:15 am. We will not accept any lunch thereafter.
- Please advise your child if you will be dropping off lunch for them in the office. To avoid disrupting instruction in the classroom, we will not call any students to let them know they have lunch on the cart. It will be the responsibility of the parent.

Student Birthdays:

- Birthday cookies/cupcakes are allowed. The student must bring them in the morning and take them to their classroom. These cannot be dropped off in the office.