



Churchill Junior High School

Principal

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Dear Parents and Guardians of 7th Grade Students,

On behalf of the entire Churchill Junior High School team, I hope you and your family have been enjoying a wonderful summer. I would like to welcome you to the 2026-2027 school year and to Churchill Junior High School's 7th Grade Orientation Program.

Orientation for all 7th grade students will be held on Tuesday, August 25. Students whose last names begin with **A-Lib** should attend the morning session from **8:00-10:35 AM**, and students whose last names begin with **Lic-Z** should attend the afternoon session from **12:00-2:35 PM**. Dividing the 7th grade class into two sessions allows our staff to work with students and families in a smaller-group setting and provide a more personalized orientation experience.

Parents and guardians are invited to attend the orientation program with their child. Please complete the [7th Grade Orientation Attendance Form](#) to assist us in planning for the event and help us estimate attendance for orientation day. Due to seating and space limitations, we kindly ask that younger siblings and other family members not attend the orientation program. The orientation program will include:

- A guided tour of the building.
- A presentation by building administrators and school counselors about daily routines, expectations, and available student supports.
- Distribution of district-issued laptop computers.

The Churchill PTA has generously donated reusable bags for all 7th grade students to carry their new laptop and charger home following orientation. Student schedules will be available in Parent Access beginning at **12:00 PM on Friday, August 21st**, provided that all required annual student information forms have been completed and submitted. Students are encouraged to bring a paper copy of their schedule to orientation so they can locate their classrooms during the building tour. For eligible students, bus passes will be available in Parent Access on Monday, August 24th after 3:00 PM.

Parking Instructions for Parents and Guardians Attending Orientation with Their Child

- If you are driving your child to orientation and plan to remain for the session, please enter the main parking lot from the Norton Road entrance and park in any available space. Enter the building with your child through the gymnasium entrance located under the bridge. Check-in will take place in the gymnasium.

Drop-Off and Pick-Up Instructions for Parents and Guardians Not Attending Orientation

- For the 8:00 AM orientation session, students may be dropped off along the sidewalk on the right-hand shoulder of Norton Road beginning at 7:30 AM. For the 12:00 PM orientation session, students may be dropped off beginning at 11:30 AM. This is the regular student drop-off location used during the school year. Students may enter the building through the gymnasium entrance located under the bridge. Check-in will take place in the gymnasium.

- For safety reasons, please do not enter the parking lot to drop off students, as buses and pedestrian traffic will be present.
- Parents or guardians picking up their child at the conclusion of the orientation program should wait on the shoulder of Norton Road approximately 15 minutes before dismissal. Please do not enter the school parking lot during student pick-up, as school buses will be using the lot.

Instructions for Students Using District Transportation

- Bus transportation will be available for students who are eligible for district transportation. Bus transportation is for student ONLY. The Transportation Department requests that students arrive at their designated **activity bus stop** 1 hour and 15 minutes before the start of their orientation session.
 - **8:00 AM orientation:** Students should be at their activity bus stop by **6:45 AM**.
 - **12:00 PM orientation:** Students should be at their activity bus stop by **10:45 AM**.
- Please note that buses will pick up and drop off students at their designated **activity bus stop**. This location will most likely differ from the student's regularly assigned bus stop listed in Parent Access. Again, bus passes which include the student's route number and bus stop will be available in Parent Access on Monday, August 24th after 3:00 PM.
- Please refer to the activity bus stop list that is attached with this letter to identify the stop closest to your home and ensure your student uses that stop on orientation day.
- Buses will drop students off by the door under the bridge and students should enter the gymnasium for check-in.

Students who attended HUES last school year will receive a school ID when they check-in at orientation on August 25th. Their new Churchill school ID will have their HUES school picture from last year. Students who are new to the district may visit the 7th grade office when the school year begins to have a photo taken for a school ID. If your child attended HUES last school year, please have them bring a lanyard to attach their new Churchill school ID to.

Student portraits will not be taken at 7th grade orientation on August 25th. Lora Photographer will be at Churchill Junior High School on October 5th and October 6th for student portraits. More information about ordering portraits will be shared in future parent communications. Lora will send new student IDs to the school with updated photos after student portraits are taken. We will hold those IDs in each student's grade level office as a spare. If a student would like their updated ID with the new photo, they may stop into their grade level office to pick it up at no charge. Any replacement IDs that are issued after that ID is handed out will incur an ID fine per district policy #5517.

We look forward to meeting your 7th grade student at orientation on Tuesday, August 25th. If you are traveling or will be away during the orientation and your child is unable to attend, he or she will receive their school laptop on either September 2nd or 3rd when they return to school.

Sincerely,

Matthew N. Hanas

Attachments:

- (1) Activity Bus Assignments Based on Route Numbers
- (2) Activity Bus Stop Locations Use for Student Orientation