

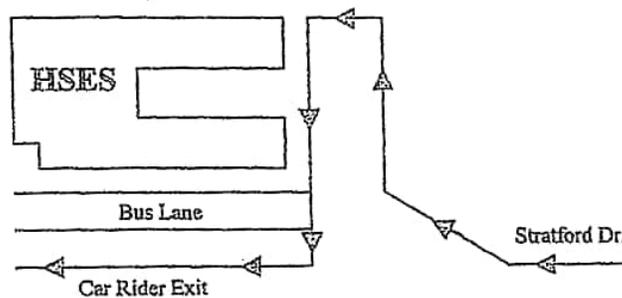
Dear Hope Sullivan Parents:

Hello and welcome to a new year at Hope Sullivan Elementary School! We are happy to have your child with us and would like to convey the following helpful information to you:

**School Hours: 8:30-3:25**

**Arrival:**

\* Car riders are dropped off at the side of the building from the car rider line. Teachers and assistants are on duty to assist with the safe unloading of the students. *\*Please note:* For safety reasons, students are not to be dropped off near the bus lane. Crossing the bus lane is extremely dangerous and therefore not allowed.



**Dismissal:**

\* Car riders are dismissed at 3:25 from the side of the building. Parents must have a school issued name placard in the windshield in order to pick-up a child from the car rider line. Teachers and assistants help with the safe loading of the children. *\*Please note:* For safety reasons, parents are not allowed to walk up and remove a child from the car rider line without checking them out from the office first.

\* Walkers are dismissed at 3:25 from the front and side of the building. Parents may wait on the front porch for their child.

\* Bus riders are dismissed beginning at 3:25. Parents please do not walk across the bus lane or send your child across the bus lane for any reason. This is for your own safety.

## **Conferences:**

\* Please call the office if you would like to set up a conference with your child's teacher or one of the administrators – 393-2919.

## **Morning Schedule:**

All students need to be seated in their classrooms and ready to begin their instructional day at 8:30am. Hope Sullivan has a school breakfast program that your child can participate in if you wish. Breakfast is served in the cafeteria between 7:55 and 8:20.

**Please do not drop your child off or let them walk to school and arrive before 7:55am.** No one is on duty before that time and we do not want any children going unsupervised. The best time for your child to arrive is between 7:55am and 8:25am.

## **Visiting the School:**

**All visitors are to check in at the office prior to going anywhere in the building for any reason.** This is for the safety of your children.

Parents who wish to join their children for lunch are welcome to do so from time to time. Adult lunches are \$3.50. We will not deliver fast food to students. If you are eating with your child then fast food will be allowed.

We here at Hope Sullivan Elementary want to accommodate you in every way that we can, but there are limits as to what we can do and still best meet the needs of all our students and parents. Therefore, we have a few regulations that we ask you to please adhere to:

### **Early Checkout:**

\* Early checkouts will be counted as a tardy. We will not page any students to come to the office after 2:30pm to check out. Our staff is busy calling the rooms to get everyone where they are supposed to be and teachers are getting students packed up and ready to go home,

### **Change in Way Child Gets Home:**

\* In case of any emergency/hardship, we do not mind you calling and leaving a message for your child regarding how to get home, where to go, etc. You must send a note to your child's teacher if there is a change in the way he/she will go home – without a note we must send them home their usual way.

### **Free/Reduced Meals:**

\* For the 2019-2020 school year, pricing will remain the same for students for both breakfast and lunch. Breakfast is \$1.25 (full pay) and \$0.30 (reduced). Lunch is \$2.75 (full) and \$0.40 (reduced).

\* If your child needs free or reduced meals, please complete the necessary form and return it to your child's teacher as soon as possible. Also, the meal application can be accessed at [www.school lunchapp.com](http://www.school lunchapp.com).

Thank you so much for your cooperation and we look forward to a successful school year!