

Important Information from the Student Handbook

Parent Drop Off and Pick Up at Arrival (8:15-8:30 am)

1. Parents may drop their child off at the side door no earlier than 8:15 am.
2. Parents will remain in their vehicles, pulling up as far as possible along the sidewalk (with the direction of Noxon Staff.)
3. Please immediately put your vehicle in park. Once vehicles are in park, staff members will escort the children from the vehicle (while parents remain in the driver seat.)
4. Students will be escorted to the cafeteria, where they will wait, with adult supervision, until school begins at 8:30 am. **If your child is having breakfast at school, please drop him/her off as close to 8:15 as possible so they have adequate time to eat their breakfast.**

Parent Pick Up at Dismissal (3:00pm)

1. Parents who are picking up their child at dismissal (at 3:00 pm) should follow the arrows to the rear of the school and organize in a single file line of cars, with vehicles in park, waiting for the back gym doors to open for dismissal to begin.
2. Please remain in your vehicle and be prepared to show identification as each child will be walked to your vehicle by a staff member as you approach the back gym door in a single file car line.
3. If your child sits in a booster seat, it is most convenient to have the seat located on the right side of your car.
4. We ask that you pull up to the dumpsters should you need to assist your child with buckling their seatbelt.
5. Dismissal will begin at 3:00 pm, lasting usually about 10-12 minutes.

***We request that you do not pick up children early from school.** Please do your best to schedule appointments after our school day ends. This is very important for the success of your child and highly requested by the classroom teachers.

Cafeteria

The school breakfast and lunch program is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered at a reasonable price. ACSD has adopted a computerized ID payment system for all meals purchased in the cafeteria with students paying through their school code based on pre-payment. Parents can access their child's account by logging onto myschoolbucks.com to prepay using a credit card.

This year, the cost of meals are: **Lunch...\$2.95 Breakfast...\$1.75**

Consequences of Cafeteria Rules

- | | |
|--------------------------|--|
| 1 st Offense: | Verbal Warning |
| 2 nd Offense: | Separated from group |
| 3 rd Offense: | Sent to the office, talk to the principal, parents will be notified. |

Students will have approx. 20 minutes to eat and 20 minutes to play. All staff are advised NOT to take away recess *routinely* for student misbehavior as this is an important time for our students to unwind. All students will be encouraged to eat all of their lunches and if necessary will be given additional time to do so. If we find that a student is missing recess on a routine basis due to misbehavior we will be reaching out to you for assistance.

Bus Regulations

The safety and comfort of all students require that the following regulations be followed. Upon boarding the school bus, the bus driver is responsible for bus safety and discipline on the bus. Some bus rules to be observed while riding the bus are as follows: Observe same conduct as in the classroom, be courteous, use no profane language, cooperate with the bus driver, remain seated at all times while riding the bus, no fighting or disruptive behavior, keep head, hands and arms inside the bus, no smoking, eating or drinking, keep bus clean and **parents/guardians may not enter the school bus for any reason.**

In carrying out necessary discipline and safety on the school bus, the driver may assign students a specific seat and report disruptive behaviors and/or uncooperative behavior to Ms. Murray, the principal. As part of the disciplinary actions, a student may have his/her right to ride suspended temporarily or until the problem can be corrected.

Transportation Policy:

If your child is going anywhere other than to and from home each day please notify our school office immediately, if you haven't already. Plans from last year DO NOT carry over so it is crucial that we are made aware of this new information. In an attempt to be sure that children reach their correct destination on a daily basis and in the case of an emergency, the following guidelines should be considered:

1. It is important to limit the request for transportation of students to special activities.
2. The District will transport students to and from their primary residence.
3. In the case of any emergency closing, we will transport your child according to the instructions you provide to us on your early dismissal form. A copy of your completed form will be sent home to you this year so you are aware of your early dismissal plan. If you have any specific transportation questions or concerns, please contact Dan McNamara, Director of Transportation at 486-4955.
4. If you have any bus concerns, please speak with the driver. If concerns continue, please contact Mrs. Tirado at Noxon Road.