

**CENTRAL PRIMARY 2018-2019**  
**IMPORTANT CHANGES:**

*Due to safety and educational concerns for our students the following changes will be implemented - Thank You in advance for your support!*

- Morning Drop Off- will now be on 3<sup>rd</sup> Street. (Playground area)  
No student's should be dropped off in front of the school.  
Morning drop off will begin at 7:20 am. **Students will not be accepted prior to 7:20!** Gates will remain locked until 7:20 am.  
Your student will exit your car and go straight to the playground area. There will be duty teachers to assist students.
  
- **Afternoon Pick Up - will continue to be in front of the school starting at 3:00 pm. Parents will remain in vehicles for all pickups.**

**Pick-up Procedures**

For the safety of all of our students parents may choose either to have their child ride the bus or pick- up their child in their vehicle through the pick-up line. At the end of school, parents will not be allowed to park their vehicle and walk to the front of the building to receive their child and walk back to their vehicle. Parents who walk to the school to pick up their student may wait at the benches and a duty teacher will bring the child to the parent.

For the students who are always a pick- up, families will be provided a tag with the teacher and students first name to place on the car rear view mirror to help support student safety and the effectiveness of the pick-up process.

- ID'S will be required on ALL checkouts - no exceptions!
- Tardy bell rings at 8:05! If your student has more than 3 Tardies per quarter, a meeting will be scheduled between parent(s) / principal or assistant principal.
- If your student is tardy, a parent **MUST** bring them into the office and sign them in. Students should not be dropped off and sent into the building without being accompanied by an adult.

- NO Checkouts will be allowed after 2:40 pm! If your student has more than 3 early checkouts per quarter, a meeting will be scheduled between parent(s) / principal or assistant principal
- Parents will only be allowed to come and have lunch with their student on the first and third Tuesday of each month. You may bring lunch to your students any other time, but you will need to leave it in the office for your student to come and pick up.
- If you (parents) need to speak to your child's teacher or principals, a meeting request form will be provided to you in the front office. Your request may/may not occur on the same day your request is made, however, we will ensure that your request will be granted at the earliest convenience.