



- IMPORTANT READING -
Parent Memo

From: Brian Stiles - Chief Academic Officer
Date: September 9, 2016

Subject: Start of the New School Year and Miscellaneous Reminders

Dear Parents/Guardians,

What a wonderful start to what I know will be a wonderful school year! It's always exciting for me to welcome back returning students and their parents as well as welcoming new students and their parents to the Golden Door Family. The new school year has gotten off to a terrific start and I'd like to thank you for your continued support, patience, flexibility and cooperation as we not only start a new school year, but also implement new arrival procedures in the morning and a new dismissal time in the afternoon.

Regarding New Morning Arrival Procedures:

Student arrival time has not changed. All students will be permitted inside the school building at 7:35 a.m. Students who arrive between 7:35 a.m. and 7:55 a.m. will be directed to one of two locations;

1. If a student would like a school breakfast they will be directed to the cafeteria where they will be served breakfast. They will stay in the cafeteria until 7:55 a.m. at which time they will be sent to their homeroom. All students in the cafeteria will be monitored by certified staff members.
2. If a student does not desire to have a school breakfast, they will be directed to the school gymnasium where they will sit in a designated area (by grade level). They will stay in the gymnasium until 7:55 a.m. at which time they will be escorted to their homerooms by staff members. All students in the gym will be monitored by certified staff members.

Note:

- Students who arrive between 7:55 a.m. and 8:00 a.m. will go directly to their homerooms.
- School breakfast is served until 7:50 a.m. Students arriving between 7:50 and 7:55 a.m. will be directed to the gymnasium.

Regarding New Dismissal Times:

- Students in grades kindergarten through 8th grade will be dismissed between 3:00 p.m. and 3:25 p.m. *Any students not picked up by 3:25 will be brought to the Apollo Program and will be charged at the rate of \$15.00 per 15 minute increment.*
- Pre-k dismissal is between 2:45 p.m. and 2:55 p.m. *Any Pre-k students not picked up by 2:55 will be brought to the Apollo Pre-k program and will be charged at a rate of \$15.00 per 15 minute increment.*

If you have any questions about the above procedures, please feel free to reach out to me, your child's teacher or the main office.