

Dear Lindsay Elementary Parent,

Helpful information:

Our school maintains a school website- [www.lindsay.k12.ok.us](http://www.lindsay.k12.ok.us) You will find links for our online gradebook, calendar, yearbook, staff email, and student handbooks, as well as for our Arrival/Dismissal Policy.

If you deliver your child to school, please use our drop off lane which is located right outside our main entrance on SW 8<sup>th</sup> Street. Please do not drop off elementary students on Creek Street. Bus Riders may enter the building from the West doors that lead to the cafeteria, Creek Street double doors and the main office doors will be the locations of entry. Students will have a temperature check at these three points of entrance.

Parents will not be allowed to visit/ walk students to classrooms after the 13<sup>th</sup> and 14<sup>th</sup>, of August. Parents may come to the office for assistance, but will not be allowed to leave the office. Staff members will be available to assist your student to class.

Students will not be taking field trips and guests will not be allowed in the classrooms, until the Covid climate changes. We want to minimize extra student contacts.

5<sup>th</sup> grade students will enter through our main elementary building and proceed to the playground or cafeteria for breakfast. Once the 8:15 am bell rings, fifth grade students will line up and walk from the playground to the 5<sup>th</sup> Grade Center. Any student arriving after the 8:15 bell will still need to enter through the main Elementary Office.

After school, we will release ALL pickup students through the East entrance of the cafeteria. We ask that whether you drive up or walk up that you have your "pick up" sign with you to allow us to call your student to the door. Once your student is called, a "walk up" parent may have a seat on the benches outside the main entrance while waiting for your child. Please do not wait in the school hallways.

Help keep your students in the know by making transportation plans with your student before sending them to school. If a change of plans must happen, please call by 2:00 p.m., so your student may be notified in time.

All visitors will check in at the office. Classroom time will not be interrupted but the message or items will be delivered as soon as the break in instruction happens.

School begins at 8:15a.m. (Students should not arrive before 7:45a.m.) Dismissal at 3:15 p.m. and our car line pickup will begin promptly at 3:00.

Our lunchroom serves breakfast Monday- Friday, at 7:45a.m. All students can enjoy a nutritious meal before beginning their school day. If you would like your child to eat breakfast, please ensure they arrive by 8:00 a.m. so they can be in class by the first bell.

Virtual Students will have access to lunch for the day and breakfast for the following day. 11:00-11:30 will be the serving time. This service is Monday through Friday. The student will receive a Saturday breakfast but not a Monday breakfast.

Make school a priority! Have your student to school on time prepared to learn. Let's have a great year.

Titus Burrell

LES Principal