

Bradley Creek Procedures and Expectations

Drop Off/Pick Up Procedures: Students can arrive as a bus rider, a car rider, or a biker/walker at 7:20 a.m. For the first week of school, parents/guardians may escort their students to the classroom in the morning. On August 31st, we ask that you say your goodbyes on the front porch or in the atrium. This will allow students to walk to their classrooms independently. A change in a student's dismissal must occur before 2:00pm. This is to ensure the safety of students at the end of the day.

Lunch Visitor Procedures: We welcome you to have lunch with your child and understand that it is a great way for you to be involved with your child's daily school experience. Please allow your child to have time to learn our cafeteria procedures and adjust to our new schedule before your visits begin. This will also help reduce our beginning of year cafeteria delays. We welcome you to join us for lunch beginning the week of September 28th. If your child's birthday falls during this time frame we will make an exception for that day.

Lunch Reminders:

- All visitors must check in at the office and get a visitor's badge.
- Visitors will wait in the atrium until their child's lunch time begins then proceed to the cafeteria.
- Visitors will say their "goodbyes" in the cafeteria and the student will return to class with the teacher.
- Visitors will return to the front office and sign out before exiting through the front door.

Excused Absence Procedures: Students are expected to be in school and arrive on time. Upon return from an absence, please send a note to the teacher explaining the reason for the absence. Illness, injury, death in the immediate family, medical appointments, and religious observances are among the valid excused absences. General travel and family vacations will not be excused.

Birthday/Celebration Procedures:

A simple store bought treat at snack time, recess, or lunch is welcomed to celebrate a birthday. Birthdays will not be celebrated during instructional time. Please do not bring/deliver presents, balloons, and/or flowers.

Volunteer Orientations: In accordance with NHCS Schools Volunteer Policy (#9022), each year volunteers must attend a Volunteer Orientation if planning to assist at the school or chaperone a field trip. At Bradley Creek, we welcome and value our volunteers who provide assistance in the classroom and around the school performing duties such as helping the teacher with clerical duties and tutoring students, as well as copying, laminating, etc. Our volunteers also contribute thousands of hours helping with PTA fundraisers and programs.

Volunteer Orientations are scheduled for Monday 8-31-15 at 8:00am and Friday 9-1-15 at 2:15pm.