**Frequently Asked Questions for NEW FAMILIES**

**What are school hours?**

**Mon –Thurs. Gr. 1-6** **Mon. – Thurs. UPK & Kindergarten**

8:15am - Instruction begins 8:15am – Instruction begins

3:00pm – Dismissal 2:05pm – Dismissal

**Every Friday & Minimum Day ALL Grades**

8:15am – Instruction begins

12:20pm – Dismissal

**What time may students arrive in the morning?**

Students may arrive on campus anytime after 7:45am when supervision begins. Students may not arrive before 7:45am.

**Where are the drop off/pick up areas?**

Students may be dropped off/picked up on Faulkner, Carroll and at Richard Rioux Park. Students may enter/exit the car at curbside only.

1. The curb area on Carroll Lane directly in front of the school is used for arrival student valet. Please pull all the way to the end of the cut out area and have students exit quickly on the passenger side. Parents may not park along Carroll Lane during drop off and dismissal. Students are not to walk across driveways during arrival. Please check posted signs for parking restrictions.
2. Students may not be dropped off or picked up in the staff parking lot. For safety reasons, children are never allowed in the staff parking lot for any reason.
3. Students may be dropped off and picked up from the Richard Rioux ramp. Enter the park and go to the round-about at the far left of the parking lot.
4. Students may also be dropped off and picked up on the streets opposite the school and cross at the designated crosswalks.

**May I walk my child to his/her classroom in the morning?**

For the first days of school parents are welcome to walk their child(ren) to class. Starting the first Monday, we ask that parents remain off the playground so that we may carefully supervise the children. Parents are welcome to walk their children to the gate and watch them walk to the play area.

**I need to stop by the office but the front doors are locked. What are the procedures for entering campus?**

Stevenson Ranch School is a closed campus. We have controlled access onto campus via our intercom system. Please use the buzzer located to the right of the front door, face the camera, you will be greeted by the office staff and asked to include your reason for visiting. After being buzzed in, please check in with the front office through the Raptor System. **All persons coming on to campus to volunteer or to pick up a student early or late, must present a driver’s license or state issued identification.**

**I am a scheduled volunteer, may I walk my child to class?**

We ask that volunteers enter the campus at 8:30am after student arrival is complete and then check in at the office using the Raptor System prior to entering the classroom.

**Where will my child be dismissed?**

In your 1st Day Packet, you will receive a form to let your child’s teacher know your dismissal arrangements. Here are the suggested options for each grade level:

**Dismissal for Transitional Kindergarten, Kindergarten and 1st graders**:

Please wait at the top of the Flag Pole Plaza stairs to connect with your children. For safety and visibility reasons, please do not park in the red zones near the crosswalks. Students who attend Sunshine will be picked up by a Sunshine staff member and escorted to their facility.

**Dismissal for 2nd graders:**

Parents should meet second grade students at the lunch gate.

**Dismissal for 3rd or 6th graders:**

Your students will be escorted by a staff member out the Fire Road gate or the park gate: The Fire Road is to the left of the driveway. Please arrange a meeting spot with your child prior to drop off in the morning.

**When will I know my child’s class assignment and teacher?**

Class assignments are available the evening before school starts through the Aeries Parent Portal.

**What are the crosswalk rules?**

1. Students are to wait at the curb until the crossing guard reaches the center of the street and insures all cars are stopped. The crossing guard will signal students to cross.
2. Students are still to look both ways and insure cars have stopped even though the crossing guard is present.
3. Students are to walk, not run, in the crosswalk and remain within the yellow lines at all times.

**What are the rainy day guidelines?**

On rainy days, students assemble indoors at arrival and should enter through the front doors or back hallways from the park area. Students assigned to indoor classrooms are seated in the hallways outside their classrooms or in the MPR for outside classrooms.

At dismissal on a rainy day, parents should follow the normal pick-up procedures.

**What are the guidelines about having lunch with my child?**

If you wish to have lunch with your child, please sign out your child and take them to the park or front courtyard.

**If my child forgets his/her backpack, may I drop it off in the classroom?**

Forgotten items can be left in the office for students. However, please make sure your child has everything they need before leaving school. Every time an item is dropped off for a student, the office has to interrupt class with a phone call. Please keep in mind, the office will not call students about forgotten instruments. Part of being a responsible orchestra student is remembering their instrument each week and checking the table in the office if it has been forgotten.

**It is my child’s birthday. May I bring treats for the classroom?**

Stevenson Ranch School follows a Wellness Policy set in place by our District Office. The policy limits celebrations that involve food during the school day. At our school, we do not bring food items for birthday celebrations. Instead of bringing food items to share with the class, you may bring items like bookmarks or pencils. Any food items brought in will be sent back home with the student. To read more about the Newhall School District’s Wellness Policy, please visit our school website at StevensonRanchSchool.com and look for the Resources and Information tab at the top of the page. Please to arrange with the teacher before bringing or sending any items to the school.

**May I take the opportunity to talk to my child’s teacher during dismissal?**

Teachers are on active supervision of children during dismissal. Please arrange to speak with the teacher after dismissal.

**How do I contact my child’s teacher?**

You can contact your child’s teacher by phone or by e-mail. Please remember to include your student’s name in the subject line of all email correspondence to help with the spam filter. As a reminder, teachers are preparing for the school day in the morning and are actively supervising children at dismissal but they will return phone calls and e-mails at the end of the day. Please feel free to schedule an appointment for in-person conversations.

**Emergency Procedures**

In the event of an emergency where all students and staff are required to “Shelter in Place” (remain in the main building), please come to the office to sign out your child. In an emergency that requires everyone to evacuate the building, the front doors will be locked, and you will need to proceed to Richard Rioux Park where the students will be released at the park gate near the campus playground. A photo I.D. will be required to release your child. More information can be found in our handbook.

**Does the school have a music or art program?**

In addition to music and art provided by the classroom teacher, the district has a district music teacher who provides instruction in all Kindergarten through third grade classes. The district art teacher provides art instruction to all fourth and fifth grade classes. In addition, there is a voluntary orchestra and chorus program for fourth through sixth graders. In order to participate in orchestra, parents must attend one district music parent information meeting. There are two in the spring and one in the fall.