

AFTERNOON TRANSPORTATION

Parents must notify homeroom teachers in writing (note, FAX, or email) of any change in plans for their child's normal afternoon transportation home. Teachers may not alter a child's normal dismissal plan without written permission from the parent or guardian. *In emergency cases*, you may still call the front office to give notification. (Refer to page 12 of the Student Handbook)

HOMEWORK.

Effective immediately: Addendum to Parent/ Student handbook page 8

Please add the following paragraph:

Each child is given an agenda for the purpose of organizing and recording homework assignments. Teachers expect this work to be completed and returned each day. If the need arises for parents to bring "forgotten homework " or other forgotten materials to school after 8:00am, office staff members will place the homework and/or forgotten materials in the teacher's mailbox and notify her by email or voice mail. Students will not receive a zero for the assignment. Office staff members are not permitted to call directly into classrooms during instructional time. The only exceptions to this policy are: for medication, lunch money/lunch box, or early dismissals.