



September 6, 2022

Hello Oak Orchard Families,

We are excited to start the 2022-2023 school year here at Oak Orchard Primary School. We know that the first day of school is filled with both excitement for the year ahead and anxious feelings around new routines. Please know we are dedicated to working hard to ensure a great year for our students and families.

- Our school day is 7:35AM - 2:30PM. Our staff do not arrive until 7:30, therefore, our doors do not open until 7:35. Any students arriving after 7:50 are considered late and will need a note.
- If you are dropping your child(ren) off to Oak Orchard, please use the parking lot off of West Oak Orchard Street and pull into Vet's Park. The front bus loop is closed to traffic starting at 7:25AM.
- For safety reasons, we will not be allowing parents/guardians to escort students to their classrooms.
 - Students walking/being dropped off will enter at the main entrance at 7:35AM, near the office.
 - For the first week, students in UPK and K, who are dropped off/walking will gather in the cafeteria, near the main doors, and be escorted to their classrooms by a staff member.
 - Students in all grades at Oak Orchard, who ride the bus, will also receive adult support entering the building and finding their classrooms.
- For dismissal:
 - All students riding a bus will be escorted to their bus by an adult.
 - We will not release any walkers or parent pick ups until the buses leave the back parking lot. Please allow extra time the first few days, while we settle into our routine.
 - Any student who has been designated by their parent(s) as a walker or a sibling pick up, will be released from Door 4 once buses leave.
 - For parents who are picking up on a regular schedule, use the main loop and follow the car line.
 - Please do not enter the loop until 2:30 PM, once all buses have pulled through. If you arrive early, please line up on West Oak Orchard Street and not on Genesee Street.
 - You will need proper identification to pick up your child, please stay in your car and have this ready to show when requested, daily. Connect cards will be provided to students on the first day and will need to be shown along with identification.
 - If you need to pick up your child who normally rides the bus, please send a note or call the Main Office. We appreciate notice of these changes no later than 11AM each day.
- If you need to contact your child's teacher(s), information will be sent home the first week of school on how to reach your child's teacher(s).

I look forward to partnering with you to support your child's education. Please do not hesitate to reach out!

Thank you,

Mrs. Jennifer Stearns - Principal

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