

### **Hallway Procedures**

- Walk silently down the hall.
- Walk directly behind the person in front of you.
- Keep hands, feet, and objects off the walls and displays.
- When walking as a class, wave to acknowledge other teachers while maintaining hallway procedures.

### **Restroom Procedures**

- The restroom is a quiet zone.
- Keep hands and feet to yourself.
- Clean up after yourself.
- Be respectful toward people and property.

### **Food Service Information**

Student meal prices:	Breakfast	\$1.00
	Lunch	\$1.65
	Adult Breakfast	\$1.60 or \$1.65
	Adult Lunch	\$2.50

Students may pay in advance for the week, month, or they may pay daily. No one will be allowed to accumulate charges of more than \$5.00. After \$5.00 in charges, the student will be offered an alternate meal consisting of a sandwich and beverage. Milk or juice cannot be charged.

**No glass bottles are allowed in the school cafeteria.**

Parents are welcome to eat lunch or breakfast with their child after signing in at the office. Visitors should wait on the benches outside the cafeteria and join the child as the class begins to enter the cafeteria.

**Breakfast is served until 7:45 daily. Students arriving after 7:45 will go directly to homeroom.**

### **Inclement Weather**

When bad weather threatens, listen to radio station WSB (750 AM) or other Atlanta stations for information concerning school closings. Closings will be announced as close to 6:00 a.m. as possible.

### **Parent Conferences**

Teachers will meet with parents throughout the year to discuss school progress. Appointments may be scheduled during the teacher's planning period, before school, after school, or on conference days. Unscheduled visits to talk with teachers while students are in the classroom interrupts instruction and are not permitted. Teachers will schedule 2 conferences for each student, each year.

### **Parties at School**

Classes are allowed two parties during school hours each year. These parties are held on the last school day before winter break and on the last week of school. Teachers and room mothers work together to plan these parties. All party preparations must have teacher approval.

**Parents may provide cupcakes or cookies at lunchtime to celebrate a child's birthday. However, due to concerns over food safety, all foods brought to school for student consumption must be commercially prepared and pre-wrapped.**

**Invitations to outside functions are not to be distributed at school (e.g. birthday parties, slumber parties, etc)**