



Austinburg Elementary's Mission

Austinburg Elementary School's mission is to foster academic excellence in a safe and caring learning environment through a partnership of family, staff, and community.

School Hours

8:25 a.m.	Students that will eat breakfast may enter the building.
8:30 a.m.	Students may enter the building for school.
8:45 a.m.	All students must be in their classroom ready for activities
3:05 p.m.	Parents are permitted in the gym to pick up their children.
3:15 p.m.	Dismissal

Student Absences

We are required by law to check on student absenteeism. Please inform the office prior to a projected absence or late arrival due to doctor/dentist appointments, vacations, etc. Your cooperation in calling in your child's absence by 9:30 would be greatly appreciated. You should call 466-4831 ext. 169 when calling the school.

Absence Excuses

Because the State requires a written excuse for all absences, **please send a note with your child immediately upon his/her return to school** indicating the reason for your child's absence and date(s) of absence. Also, please remind your child to turn the note into their homeroom teacher, at the start of the school day.

Students will be counted absent ½ day if they arrive ½ hour late or leave ½ early. All students arriving late must report to the office before class.

Morning Drop-Off Schedule

Again this year, we are going to follow the same time schedule to drop off students as the other elementary building in the district. Because there is no supervision for students who arrive early, we are asking all parents to **drop off students no earlier than 8:25 a.m.** We need your cooperation in this matter to make sure our students are safe.

Parent and Visitor Sign-Ins

Please remember that all parents and visitors to Austinburg Elementary during the school day must report to the office upon entering the building. All doors are locked during the day. Parents and visitors must enter by ringing the buzzer on the front door and signing in and sign out at the office. Also, all parents and visitors will be issued a nametag upon signing in, which must be visibly worn while in the building.



After School Pick-up Reminder

The student pick-up in the gym at the end of the school day seems to be working well to provide a more timely and safe dismissal. By entering and exiting through the front door you can avoid congestion of the students leaving to board the buses at the east doorway. Thank you for not entering the building until 3:00 p.m. Please do not stand in the hall to wait for your child. Also, if there is a bus change or pick-up change necessary during the day, please do not call the school **after 2:00** (unless it is an emergency) as it is difficult to get passes to the students at the end of the day. Thank you for your cooperation. We need notes for any end of day pick up change. Thank you for your help.

Lunch Prices



Hot lunches are available for \$2.50 per day. If your child prefers to pack a lunch, he/she may purchase milk for 50¢. The price of lunch and milk is subject to change by Board action. If there is any change in price, you will be notified. **Charging lunches will NOT be permitted.**

Again this year, **if you pre-pay for 10 lunches, you will receive 1 LUNCH FREE.** Make your check, payable to Austinburg Elementary Cafeteria. If a student is absent a day, then the money will be held in his/her account for future use. **Please remember to put the check/money in a sealed envelope with your child's name on the front, as well as the teacher's name/room, and the amount enclosed.**



Breakfast Program

The breakfast program at Austinburg Elementary will be available again this school year. Studies show that breakfast:

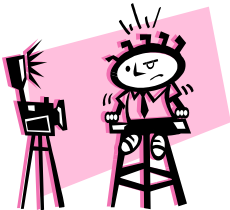


- Increases test scores and grades
- Decreases tardiness and behavior problems
- Improves student attendance
- Increases students' attention spans

If you qualify for free or reduced priced lunch, you also qualify for free or reduced priced breakfast. Reduced price is 30¢, and full price is \$1.25. If you have any questions, please call Laura Jones, Director of Food Service, at 466-4831, ext 189.

School Pictures

Austinburg school pictures are scheduled for the following dates:



Wednesday, October 6th Grades 1-5 and M/W Kindergarten & A.M Preschool
8:50 a.m.

Thursday, October 7th T/TH Kindergarten and P.M. Preschool
12:30 p.m.

Busing

Students who ride buses must obey their driver and the rules and regulations concerning bus discipline. The safety of all students riding buses is paramount. Bus rules and regulations for all students (as per the K-6 Student Handbook) are as follows:

1. Being on time
2. No standing in roadway while waiting for the bus
3. Lining up and entering quietly
4. No eating, drinking, or smoking on bus
5. No littering, defacing, or damaging any part of bus
6. No extending arms or heads out of windows
7. Silence at railroad crossings
8. No fighting or disruptive behavior



Drivers will report any misconduct, and the student may be refused transportation with written notice to the parents. Should you have any questions or concerns about busing, please call the bus supervisor at 466-2684 ext 198. Matters concerning bus routes, time schedules, drivers, or discipline on the bus should be referred to the bus supervisor.

Safe School Procedures

As part of our safe school procedures, we will be continuing to have lock down drills along with fire, and tornado drills. Teachers will be reminding students of our lock down procedures and discussing these drills, so students can be at ease for these very important practices.

Medication



Prescription medications will be given each day at 12 noon. Medications must be brought to school in the original container along with the consent form signed by your child's physician. Our school nurse is here on Monday-Thursday 9:30-1:00.

Gym classes

As per school policy, tennis shoes/sneakers are the only permissible footwear to be used while in gym class. Also, for your child's safety, no jewelry (including earrings) is permitted during the class. However, should your child's ears be newly pierced, he/she will be permitted to keep the studs in the ears (with a note from the parent/guardian) during the time of healing.

Austinburg Country Days & Geneva Grape Jamboree

Austinburg Country Days will be held Saturday and Sunday September 11 & 12, in the Township Park. Come join in the fun.



Purple Day is Friday, September 24th. Don't forget to wear purple!
Grape Jamboree weekend September 24th & 25th.

We are having a special assembly on Friday, September 24 to celebrate Austinburg Elementary's excellent rating on our state report card. Congratulations to all of our students for their outstanding effort and hard work to achieve this award.