

# BELLS SCHOOL

## PARENT INFORMATION

### ABSENCE PROCEDURE

Parents are asked to notify Bells School (589-8441) after 8:00AM in the event of a student absence. If a call or note is not received, school personnel will contact parents to verify the student's absence. This procedure is a continued attempt to ensure the safety of our students.



### MEDICATION

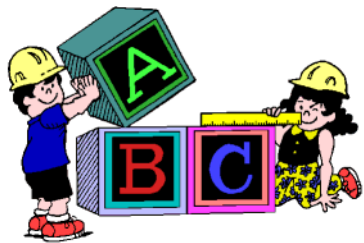
Medication prescribed by a physician, to be administered to students during the school day, must be accompanied by a doctor's note and a note from the parent. The medication should be in the original package, properly labeled.

### SCHOOL HOURS

Full Day Schedule: 9:25 – 3:45 PM

Early Dismissal: 9:25 – 2:05 PM

Delayed Opening: 11:25 – 3:45 PM



### SCHOOL VISITATION

All visitors are to report to the main office upon entering the building. Visitors are to sign in and receive a visitor's badge. Parents should make an appointment with teachers prior to a classroom visitation.

### SIGN IN/SIGN OUT

All students reporting late to school should be accompanied to the main office by a parent to sign in. Parents requesting early dismissal for students are to sign the student out in the main office. If a written request for a change in dismissal procedure is not received, the child will be placed on the regular bus to go home.



### SCHOOL LUNCHES

Student lunches will be served on all regular, early dismissal and delayed opening days.

Student lunch	\$2.75
Milk	\$0.55
Student breakfast	\$1.50

Students deposit money into an individual account that is debited for all meals and snacks.

