

SCHOOL SCHEDULE AND ATTENDANCE POLICY

7:45	Breakfast Served
8:20	First Bell
8:25	School Starts Grades TK-8
12:50	Transitional K Dismissed
2:10	Grades K-3 Dismissed
3:05	Grades 4-8 Dismissed

Middle School Schedule 6 th , 7 th & 8 th	
8:25-9:20	Period 1
9:20-9:23	Passing
9:23-10:18	Period 2
10:18-10:32	Break
10:37-11:32	Period 3
11:32-11:35	Passing
11:35-12:30	Period 4
12:30-1:10	Lunch
1:15-2:10	Period 5
2:10-2:20	PE Dress
2:20-2:55	Period 6 - PE
2:55-3:05	PE Dress

Recess and Lunch Time Schedules

8:20	Warning Bell
8:25	Beginning of School
8:45	Leveled Instruction (K-5)
9:45–10:00	TK-5 th Recess Bell
11:10 – 11:50	TK / SDC Lunch
11:15 – 11:55.....	Kindergarten Lunch
11:20 – 12:00.....	1 ST Grade
11:25 – 12:05.....	2 nd /3 RD Grade Lunch
11:30 – 12:10.....	3 rd Grade Lunch
11:35 – 12:15.....	4 th / 5 th Grade Lunch
11:45 – 12:25.....	5 th Grade Lunch
12:30 - 1:10.....	Middle School Lunch (6/7/8)
12:50	End of Day Transitional Kindergarten
2:10	End of Day Primary (K-3) & <i>all</i> SDC
3:05	End of Day (Grades 4-8)

Students are not to arrive on campus before 7:30 a.m. There is no supervision!

Regular attendance is very important to successful schoolwork. **When a student receives three unexcused absences, the State of California classifies that student as a truant and you will receive official notice of truancy. Three truancy letters will result in a referral to the School Attendance and Review Board (SARB).** Perfect attendance is awarded to students at the conclusion of each trimester.

What If You Are Absent?

When a student is absent please call the school at 384-7903 to report the reason for absence. The attendance secretary will make an attempt to contact parents if a student is absent. If the school does not get notification of the absence after three days, the absence will become unexcused. *The school cannot go back and change unexcused absences after three days without a doctor's note. This could result in a student being ineligible for the 4A trip.* To request missed work and homework call before 10:00 am. Work may be picked up after school.

Excused absences are:

1. Sick or ill / Medical appointment
2. Bereavement (Recent death of an immediate family or traumatic incident)

All other reasons are unexcused. Total school absences exceeding 10% of time enrolled will require a doctor's note to be considered excused.

A phone call or note is required upon return to school when your child is absent or tardy.
If your child is tardy, he/she must report to the office to obtain a written pass to enter the classroom.