

TARDIES

The morning bell rings and academic instruction begins a 7:40am. We ask that all students are in their classroom by 7:40am so that the day starts off smoothly. **Students who arrive after the bell has rung must be signed in at the front office by a parent or guardian.**

FORGOTTEN BOOK/HOMEWORK/ LUNCH/OTHER ITEMS PROCEDURE

Forgotten items can be dropped off at the front office. In order to avoid interrupting instructional time, the office will notify your child's teacher via email for pick up.

LUNCH WITH CHILDREN

It is requested that you wait until after Labor Day to eat lunch with your child. Sign in at the front office a few minutes before your child's lunch time. You will meet your child in the lobby when the class comes to lunch and proceed to the designated tables in the cafeteria. **The Fulton County Food and Nutrition Office requests that no outside vendor food products be brought to the cafeteria.**

PreK, Kindergarten and 1st Grade students may have visitors for lunch on specific days only.

Please contact your child's teacher or Front Office staff for that information. Parents of all other grades may visit their student during their lunch any day of the week.

For Online Payment, Weekly Menus, Meal Applications, and Prices, please visit our FC School Nutrition website:

www.nutrition.fultonschools.org

Cafeteria Phone Number: 470 254-8809

During ITBS and GA Milestones testing, lunch visits are not allowed.

BIRTHDAY TREATS

Due to the increasing number of food allergies among our students, we ask that birthday celebration treats be non food items.

EMERGENCY INFORMATION

Our clinic is not staffed or equipped for serious injury or illness. When a student requires more than first aid, we will contact you by using the contact information provided on the student "clinic cards." **It is essential that student records be kept up to date.**

MEDICINE

If possible, medications should be taken at home rather than at school. However, if medications must be taken at school please complete the appropriate "Authorization to Give Medication at School" form.

Please help us keep our students safe! Under no circumstances should medication, prescription or non-prescription (including over-the-counter medications) be kept by a student.

STUDENT ILLNESS

Sick students who are contagious or have a fever greater than 100.4 must not be sent to school.

A child must be fever free, had not vomited nor had diarrhea for 24 hours prior to coming to school.

Parents must arrange for prompt pick up of students who become sick at school.

Clinic Number: 470-254-8810



ONLINE PAYMENTS

RNES is a cashless school. To establish an account, you may visit the RNE website and click on the

OSP icon. You will need your student's ID to create an account. If you do not have the student ID# please stop by the front office as we must verify the parent/guardian's identity. Online payment covers fees for Clubs, Music Programs, Media Center fees, Field Trips, Donations, etc.

Welcome to

Roswell North Elementary School



School Hours: 7:40am to 2:20pm

Office Hours: 7:10am to 3:45pm

Carpool Times: 7:10am to 7:35am

2:20pm to 2:40pm

Dr. Lydia Conway, Principal

10525 Woodstock Rd., Roswell, GA 30075

Tel: 470-254-6320 Fax: 470 254-6326

www.roswellnorthelementary.com

Facebook: Fans of Roswell North

Twitter: @RNEprincipal

RNE Honor Code

**I will do the right thing,
because it's the right thing to do.**

I will respect myself and others.

I will work hard, and do my very best.

I will be a person I can be proud of.

I will make this a great day!



Helpful Guidelines for Parents and Guardians

CHECK IN FOR VISITORS/VOLUNTEERS

All visitors should be prepared to provide a valid ID every time they visit the school. Volunteers must have completed the Online Volunteer Registration Form/Training to be considered an approved volunteer. You may use the link from our website to access the volunteer training. Please contact the Front Office or your student's teacher if you are unsure whether the activity in which you are to participate requires you to have completed the volunteer training.

VISITING A CLASSROOM

In order to preserve the instructional time for all students and teachers, visitation is not allowed in the classroom during the school day unless previously approved and arranged with the teacher.

ABSENCES

You do not have to call the school if your child is **absent**. Send a note to your child's teacher upon his/her return to school stating the reason for the absence. Written and emailed notes are required by the State for documentation. Teachers need to receive excuse notes no later than 3 days after the absence.

Please review the Fulton County Student Code of Conduct & Discipline Handbook for additional attendance information.

EARLY CHECKOUT PROCEDURES

Early checkout from school must be before 2:00pm to ensure a safe dismissal of our students. If you come to the school after 2:00pm you will be asked to wait until dismissal at 2:20pm. You can send a note to your child's teacher in the morning of the early pick up.

Bring your picture ID when you come to the front office to sign your child out.

While leaving school prior to the end of the school day is discouraged, there are some situations that may require it. Those can include: medical and dental appointments, religious observance and illness.

If a student needs to leave during school hours, the student will be called to the front office for checkout **only** when the parent or guardian arrives.

TRANSPORTATION CHANGES

To ensure a safe dismissal of students we request parents to send a Transportation Changes Note **with your student in the morning** when there is a change to the normal dismissal.

Please include the following information:

- Date of the change
- Student's first and last name
- Grade/Teacher
- How the student is to go home
- How the student normally goes home
- Parent signature & phone number

Our PTA offers Transportation Changes/Absences pads as a fundraiser for our school.

Please do not write your information in post it notes as they can stick to other paperwork and get lost.

Due to liability issues, Fulton County does not allow children to ride a bus other than their assigned bus.

During ITBS and GA Milestones testing, early check-outs are not allowed.

CARPOOL

Parents need to register for a carpool number and display the number on the dash/windshield of the car. The carpool driveway is located on the right side of the building, in front of the gym. For the safety of our students and staff, drive slowly and do not talk or text on cell phones while you are in the carpool line.