

**EAST GATE CHRISTIAN ACADEMY**  
**Noteworthy News**  
**September 2020**

*Gym Schedules:* Grades PreK-2 on Wednesdays, beginning September 16th  
Grades 3-5 on Fridays, beginning September 11th  
Grades 6-10 on Fridays, beginning September 11<sup>th</sup>

**Students are to wear their gym uniforms to school on their specific gym day.**

*Fall Fundraiser:* We will be doing the catalog fundraiser this year. More information to follow.

*PreK/Kindergarten students should be walked downstairs* by their parents or an older sibling for safety. Backpacks and running could cause accidents.

*Visitors:* All visitors, including parents, are restricted to the office and office lobby area for the health and safety of our students.

*Early Release:* Students should only be dismissed from school early for necessary appointments, such as doctors and dentists. They should NOT be dismissed for matters of convenience as this is disruptive to all. Please communicate with your child's teacher regarding any early release times, so that they will be ready when you arrive.

*Hot Lunch Program:* **Please get your orders in by Wednesdays each week for the FOLLOWING WEEK. We will not have extra food for sale as we will only order what parents pre-order.** Details will be included in each week's Monday mailer. This year's menu will include hamburgers, grilled cheese, chicken tenders, hotdogs, and pancakes. In addition, yogurt or apples and a drink (milk, juice, or bottled water) will be included. The food delivery will begin the week of September 21. **Please use a separate order form for each child.**

*Peanut Butter Allergy:* Because two of our elementary students have peanut butter allergies, **peanut butter foods are banned from the entire school.**

*Pets/Animals:* Because some of our students and staff have animal allergies, pets should not be brought into school. Please keep your animals in your cars if you choose to travel with them.

*Supplies:* Each student should have all of the supplies listed on his/her respective grade supply list. Students without proper supplies will receive the appropriate discipline as outlined in the Parent Handbook. Please see your child's teacher if you have any questions or needs.

*Registration Forms:* It is very important that each student's registration paperwork be completed and sent to the office as soon as possible, especially contact/email information in case your child is ill at school. All Emergency Forms are required to be updated as changes take place in a parent's job, insurance coverage, address, and telephone numbers. All forms, including your child's updated health record and transportation release forms, must be in the office **by Oct. 1<sup>st</sup>.**

*More info on back*

*Homework Policy:* Please review the Parent Handbook regarding homework. Incomplete homework is considered unacceptable character and falls under the discipline policy. **Please review your child's student assignment book (SAB) daily to know what homework needs to be completed each day.** If you have any questions, please contact your child's teacher.

*Absenteeism/Homework Requests:* If your child will not be in school, **we require a parent to call the office by 10:00 AM to report the absence.** Homework requests should be made at that time as well to give teachers enough time to gather everything needed. If we do not receive a call, the absence is considered "Unexcused".

*Late Arrivers:* School begins at 8:20 AM. If you arrive at school after that time, the doors will be locked. Late students will be given tardy passes in the front office, which will admit them to their homerooms. Tardiness disrupts class time and hinders student learning. Please do your best to get to school on time.

*Pick Ups and Drop Offs:* Please do not park in the driveway when dropping off or picking up your children. Pull into a parking space in the front lot or park on the side streets so that we can avoid congestion and be good neighbors.

*Medication Policy:* All medications (**prescription and non-prescription**) are to be turned in to the school office in their original packages for dispensing by an EGCA staff person. A student cannot carry his/her medications during school hours. Medications are to be transported to and from school from adult to adult only. Please review your Parent Handbook.

*Planet Green:* Please save your used ink cartridges. There is a basket in the office for them. We are using these funds for technology equipment and supplies.

### **Dates to Remember**

- September 18: Early dismissal at 12:30 PM for staff training. No after school care is provided and no lunch at school that day. Please arrange for early transportation for your children.
- September 21: Disney Day. See separate flyer for details.
- October 1: LifeTouch Uniform Picture Day - separate flyer will be sent home with details.

