



explore!

Dear Parents and Guardians,

Welcome to SPS 2018 Explore! at Delaware Elementary School. My name is Caroline Ames, and I will be the site administrator at Delaware for the July session of Explore! I look forward to working with your child(ren) during the month of July. In an effort to best meet the needs of students and families, the SPS Explore! Program will once again be **all day, five days a week, with free breakfast and lunch** served every day. Eligible students will have **transportation to and from school**.

The second session of Explore! begins on July 5th and ends on July 31st with the day starting at 8:50 a.m. and wrapping up at 3:20 p.m. A fun, interactive curriculum has been designed to delve into your child's interests while they develop their knowledge, creativity, collaboration, and critical thinking. A list of classes is available on the following website:

http://www.springfieldpublicschoolsno.org/pages/SPSMO/About/Services/N-Z/Summer_School



Explore! before and after school services are available at Delaware from 6:30 am – 8:30 am and 3:00 pm – 6:00 pm. For more information, or to register your child(dren) contact the YMCA at 417-862-7456.



Transportation for Explore! is available to students attending Delaware. Students must have registered by May 15th to be guaranteed bus transportation beginning on the first day, July 5th. Students are eligible for free transportation if they live in the Delaware attendance area and their residence is more than 1.5 miles from the school, or if Delaware is your home school's designated Explore! location. If you are not eligible for the free transportation, information about the pay-to-ride option will appear on the screen when you register online.



FREE breakfast and lunch is provided for **ALL** students attending the Delaware Explore! program. Breakfast is served from 8:45 a.m. – 9:00 a.m. in the classroom.

School Nurse



A nurse will be on staff at Delaware for the Explore! program. If your child has any medical conditions, or needs to take medication at school, please share this information with the Explore! nurse and your child's teacher(s). Students may not bring prescription or over-the-counter medication with them to school. If a child requires a prescription or over-the-counter medication to be administered during school hours, the parent/guardian must sign a form to be kept on file with the nurse.



Demonstrating good behavior is an expectation during Explore! Student misbehaviors will be addressed in a proactive manner using principles of positive behavior interventions. Explore! administrators will review instances with students having repeated inappropriate behaviors.



Computers, textbooks, and curriculum materials are provided by the school district. Elementary students will need to bring their basic supplies from the regular school year.



Regular attendance is expected for Explore! Students should plan to attend regularly except when illness, injury, or other unavoidable circumstances prevent them from doing so. However, we understand that summer is a busy time of year for families and special events. We will work with you the best we can when conflicts arise. Please report absences to the school office by 9:00 am (417) 523-3700.



STUDENT SAFETY POLICIES FOR CAR LINE PICK UP AND DROP OFF

FOR MORNING DROP-OFF AT DELAWARE

- School begins at 8:50 am. Children may be dropped off beginning at 8:30 am. Before that time students and parents must wait outside the building. Please DO NOT leave your child(ren) unattended! Arrival before 8:30 a.m. is not allowed, as there is NO supervision of students before that time.
- Arrival Procedures: Students will proceed to the APR at 8:30 a.m. and sit in their designated area with their class. At 8:45 a.m. students will be dismissed to their classrooms for breakfast. If students are planning to eat breakfast, they need to arrive no later than 8:45 a.m. to ensure that they have ample time to eat prior to the bell.
- Parents are to drop students off at the door, and let them walk to class on their own. Students who arrive after 8:50 a.m. are considered tardy and must be signed in at the main office.

GENERAL DIMISSAL INFORMATION

- School ends at 3:20 p.m.
- Many students will qualify for transportation to and from school each day. However, if you choose to pick your child up at school, the car line will be the very best option. Here is some important information about our school's car line: ● If your child will be picked up in the car line, they will be referred to as a "car rider." ● Car line faces south along Delaware Avenue. Please DO NOT park in the car line and walk in the building to retrieve your child at the end of the day. This causes a significant delay in our car line when we're dealing with parked cars. ● There are a few handicap parking spaces in the car line – please do not park here if you do not have a handicap tag in/on your car. These spaces are reserved for families of our students with special needs, as they often need wheelchair space for loading/unloading. ● There is limited parking across the street, facing north along Delaware Avenue. If you choose to park facing north, you will not be a part of the car line and you will need to exit your car (carefully!) to retrieve your child as a "walker" (see below). You will not be allowed to remain at your car and motion your child across the street. Students may only cross the street with their

designated adult. If you do not wish to exit your car, you will need to be in the car line which faces south along Delaware. ● Car tags work best for us as we're calling student names in the car line. You may create a tag with your child's first and last name, but if you do not have a car tag, we will send one home on the first day of school. Having your car tag visible will keep our car line moving quickly. If you choose not to use the car line, you may walk up to our front porch (near the flagpoles and bike racks) and wait there until the dismissal bell rings. We will not be dismissing students from the front office after 3:10 pm, so to avoid a bottleneck of parents and students in the front lobby of the school, we ask that parents wait on the front porch. Students meeting their parents on the front porch are referred to as "walkers." If you are meeting your child on the front porch, you may be asked to provide an ID until staff members recognize you as the parent of the child you are retrieving. Once the bell has rung and staff members are ready to dismiss the "walkers", we ask that parents line up and we will dismiss one child at a time. This will take a bit of time the first few days or so, so we ask for your patience. We do not simply release all the students out the front door at one time – it would be impossible for us to keep track of them all that way. For the safety of the students, we want to ensure we're sending students home with the right adults, so please bear with us until we get to know all our parents a bit better. Again, I encourage you to use the car line as the most efficient means of getting your child home each day.

Staff will do their best to expedite a smooth and quick dismissal that is safe and secure for all.



It's not too late to make plans for your child to attend Explore! You can enroll online using your child's student ID and birth date at <http://www.springfieldpublicschoolsno.org>. I am looking forward to a safe and fun learning experience with your child(ren) during last half of Explore!

Sincerely,

Caroline Ames

(417) 523-3700