



## FAQ: 4th Grade Building

We hope this FAQ is helpful with providing information about the new 4th grade building. As the school year progresses, we will make any necessary changes that may arise. Thank you for your partnership! We are very excited for our 4th grader students!

### 1. How do 4th grade students get to their class in the morning?

4th grade students will enter the main building first like all other students.

- ★ Car riders will enter through Door A at the front of the main building like all of our car riders.
- ★ Bus riders will enter through Door F in the second grade hallway of the main building like all of our bus riders.
- ★ Back door walkers will enter through Door F in the second grade hallway of the main building like all of our back door walkers.
- ★ Front door walkers will enter through Door A at the front of the main building like all of our front door walkers.

Once 4th grade students are in the main building, they will head to the cafeteria if they are eating breakfast. If 4th grade students are not eating breakfast, they will head straight to Door G inside the main building where a staff member will be on duty to transfer students from Door G to the 4th grade building.

### 2. Where do 4th grade students eat lunch?

All students will eat lunch in the cafeteria in the main building.

### 3. How do I pick my 4th grade student up early?

If you need to pick up your 4th grade student from school early, you will go to the Main Office (main building) at Door A and sign them out with our Attendance Secretary. The student will be walked over by a staff member to the main building and then walk to the Main Office to meet you.

### 4. What if my 4th grade student gets sick, will I pick them up from the new building?

No. Students will only be signed in and signed out of the Main Office (main building) like all students.



**5. Where do I drop my 4th grade student off if they are late getting to school?**

You will drop off your 4th grade student at the Main Office (Door A / main building) where you will sign them in with our Attendance Secretary. The student will be met by a staff member to walk over to the 4th grade building.

**6. Will there be a secretary at the new building?**

No, but the 4th grade building will have a building aide on duty during the school day to assist staff and students when they are being dropped off late or being picked up early.

**7. How do I call the new building if I need to talk with a 4th grader teacher?**

Parents/Guardians will call the Main Office (main building: 937-578-6800) when trying to reach a teacher, and they will be connected to the teacher's extension by the Main Office staff.

**8. Where do 4th grade students go for Art, Music, PE, Technology, and Library?**

All of our unified arts classes will be held in the main building in their respective classrooms.

**9. How many times each day will students be walking between the main building and the 4th grade building?**

Other than arrival and dismissal, students will only come to the main building for lunch and their unified arts class (Art, Music, PE, Technology, or Library). They will come over for special occasions like assemblies and programs as well.

**10. What if there is an emergency drill? How will the 4th grade building be made aware of a drill?**

All of the 4th grade building communication systems are connected to the main building including alarms, phones, and cameras.



**11. Will volunteers or parents be able to enter the 4th grade building through the front door?**

No. All parent entry to the 4th grade building will be made at Door A (main building) so parents can sign in at the Main Office. The Main Office staff will then notify the 4th grade building of who is approved to enter. The approved parent will then be given directions on how to enter the 4th grade building and will be greeted by a staff member.

**12. What if it is raining when students are walking back and forth from the buildings?**

Students can bring an umbrella to school on rainy days if they feel they need to use one when walking back and forth between buildings. Students may utilize their jacket if they so choose as well.

**13. How will 4th grade students get picked up at the end of the school day, get on the bus or walk home?**

Students will be walked over to the main building by staff and will be dismissed like all other students.

**14. Will the 4th grade building's parking lot be open for families to utilize for drop off, pick up or during the day?**

No. Only staff members will be allowed to park in the 4th grade building's parking lot due to safety reasons. Access will be coned off. Drop offs and pick ups occur at the front of the main building as usual via the Main Office. For during the day activities, families must sign in at the Main Office (main building).