

## Welcome to Ghent School

Dear Parents & Guardians (Please read this information carefully):

### **MEET AND GREET ON THURSDAY, AUGUST 15, 2024 from 12:00-2:00 p.m.**

Come see the school, drop off supplies, pick up dismissal tags, and meet your teacher(s) on Thursday, August 15th from 12:00-2:00 p.m. This is an open event with no formal presentation. Please don't feel stressed to arrive exactly at 12:00 p.m. If you arrive a little later, you will probably miss the crowds and long lines at our front doors.

- All Meet and Greet visitors must enter from the front doors and pass through our **WEAPONS DETECTION SYSTEM** as you are greeted by our friendly Lead Security Officer.

### **CARPOOL/WALKER DISMISSAL (PARENT PICK-UP) TAG DISTRIBUTION**

- Thursday, August 15th 12:00-2:00 p.m. during our Meet and Greet
- Friday, August 16th 8:00-3:00 p.m.

### **FIRST DAY OF SCHOOL ON MONDAY, AUGUST 19, 2024**

1. Breakfast and lunch are free for all students, of course you can pack a lunch if you choose. Please start practicing having your child open their own lunch containers and drink containers and do not pack any knives to be used for their meal. **Please do not bring your student lunch or have it delivered.** This often creates a significant disruption to the learning environment, and may present a health concern for those with various types of allergies. At this time we will suspend lunch with your student, but as procedures and expectations are put into place, we will develop an appropriate and safe way to allow parents to join their student(s) for lunch. Stay tuned! 😊
2. Be on the lookout for a Class Dojo invite. This is a digital communication tool for our entire school. Your teachers will use this to communicate with all families. We use your email and cell phone numbers for invitations. If you don't get an email/message from Dojo, it could mean we have an incorrect email or phone number on file.
3. Cell phones **are not permitted** for *elementary students*. Please see Student Code of Conduct for more information. Please do not put cell phones in your child's backpack.
4. Cell phones for *middle school students* are allowed but **MUST BE TURNED OFF** and secured in their book bag **from the time they enter the school until they leave the school.** Please see Student Code of Conduct for more information.
5. K-2 students have a "HELLO" name tag inside this mailing. Please write your students name and teacher's name on the tag and have your child wear it to school on the first day. This will help our staff quickly direct your student to their correct classroom.
6. Parents cannot walk students to class. We will have a team of staff members to make sure everyone gets to their classroom locations safely.
7. If your student(s) will be a car rider, then your student(s) will receive a backpack tag with a carpool number (parent pick up) and you will be issued a corresponding car tag to hang from your rear view mirror every afternoon upon pick-up in the carpool lane. When you arrive at dismissal, your student's carpool

number will be displayed within the school and your student(s) will proceed to the appropriate carpool lane.

8. **MORNING CAR ARRIVAL:** ALL car riders will be dropped off in the carpool lanes in the staff parking lot on Shirley Avenue. Please have your student ready to unbuckle and hop out. Parents should stay in the car.
9. **DISMISSAL: K-4th grade** car rider parents will pull into the staff parking lot on Shirley Avenue to enter the carpool lanes in front of the school, just like morning drop off. If a K-4th grade student has older siblings, they will be picked up from this lane too. As you exit the parking lot, please turn to the right so we can ensure everyone's safety through our neighborhood streets. **Please do not get out of your cars.** Be patient with us for the first few days. The process will move faster as the students become more accustomed to the process.
10. **DISMISSAL: 5th- 8th grade** parents should enter the carpool lane located on the side of the school on Llewellyn Avenue, which also functions as our bus lane. **Please do not block the corner of Shirley & Llewellyn or get out of your car.** Stay to the right so that passing traffic and buses can pass. Please be patient with our team and other cars.
11. **WALKERS (without cars)** will be allowed to enter and exit via the main entrance at the front of the building. We will issue you a walker pick up tag in the afternoon and tag your child's backpack as a parent pick up/walker. **If you are parking a car and walking up to our doors, you'll be issued a carpool tag and be asked to go to the carpool lane.** If it is raining and you drive instead of walking, please go to designated carpool lanes. It is okay if you do not have a carpool number.
12. If your child is a bus rider, please put them on the bus on the first day of school. This will ensure that they are appropriately assigned to the bus in the afternoon. Dropping off in the am and riding the bus in the PM causes confusion for the younger students on the first day.
13. If your child attends our Before or After Care program with the YMCA, the YMCA team will make sure they get dropped off to their classrooms in the morning and picked up at the end of the day.
14. If you are arriving after 8:15 a.m., our carpool doors will be closed. Please pull to the front of the building and bring your child into the building through the main entrance. An adult will have to sign-in a student, please be prepared with an ID to enter the building. The school day begins at 8:15 a.m. and ends at 2:45 p.m. Students are tardy after 8:15 a.m. The doors open for students to receive breakfast and report to class at 8:00 a.m. During the first few weeks, we will start dismissal at 2:20 p.m. to help ensure all students have exited the building by 2:50 p.m. to allow for bus arrival & departure. If your student is in grades 5-8 and not picked up by 2:50, then you will need to report to the K-4 carpool lane to pick up your student. Dismissal for walkers and car riders will end promptly at 3:00. Once the system's kinks have been worked out and the process runs more smoothly, we will begin dismissal at a later time. This will be communicated to all families. The first few days can mean longer than normal wait times for pick up and drop off. Please be patient with us. Safety is our #1 priority. Bus students will be called for boarding as soon as their buses arrive on the campus. Please be patient in our carpool lanes.
15. Be on the lookout for the release of bus stop times and locations on our NPS website and social media, and use the "Here Comes The Bus" app on your devices to help track your child/their bus.

*Ghent School*  
*200 Shirley Avenue, Norfolk, Virginia 23517*  
*phone: (757) 628-2565 • fax: (757) 628-2564*  
*Dr. Jennifer Banks, Principal*  
*Mr. Brian Tooley, Assistant Principal*