



**Randels Elementary**  
Carman-Ainsworth  
Community Schools  
810-591-3250

August 27, 2019

# Welcome to Randels 2019-2020!!

## School Times and Dates

**FULL DAY: 9:00am – 4:13pm**

**HALF DAY: 9:00am – 12:23pm**

(Doors open daily at 8:40am for breakfast. Students dropped off prior to 8:40 must be enrolled in the Latch Key program.)

School starts one hour later on Wednesdays from September 25<sup>th</sup> through March 18<sup>th</sup>.

**LATE START DAYS: 10:00am – 4:13pm**

## Picture Day

**Wednesday, September 11<sup>th</sup>**

Picture order forms will be sent home with students the first week of school.

## Medicine Forms

If your student(s) have medications that have to be administered at school, please obtain the form from the office or our website. The medicine form must be completed by all parties prior to the school accepting and administering medicine.

## Drop-Off/Pick-Up Process

**When dropping students off for school**, please pull in the parking lot and use the drop off lane next to the sidewalk. It's best to have students sit on the passenger side of the car. Do NOT drop students from any other lane as crossing through cars is dangerous. If you would like to walk your student into school, please park in a designated spot and say goodbye at the blue triple doors near the office. Have your child go to breakfast or get in the appropriate grade level line. There are many staff members available to help your children find their way.

**When picking students up before 3:55pm**, please come into the office and sign your child out (i.e. for an appointment or family emergency).

**When picking students up after school**, please pull your vehicle into the bus loop to wait. Staff members will walk students (being picked up) outside at 4:13.

Please do not get out of your vehicle. We will walk your student(s) to your car.

When you have your student(s) please proceed safely out of the bus loop.

When the bus loop is empty, buses will pull in and load our bus riding students.

ONLY IF you arrive after 4:20pm, please pull in the parking lot and NOT the bus loop.

## Handbooks and Menus

In order to do our part as an earth friendly school, student handbooks and lunch menus will be available on the school website at:

[www.carman.k12.mi.us](http://www.carman.k12.mi.us)

Student handbooks will be printed in limited quantities if you should require a paper copy.

## Breakfast and Lunch

As you may have already heard, breakfast and lunch will be provided to all Carman-Ainsworth students **FREE** of charge this year. As we all know, nutrition is an important part of every child's education. In order to provide nutritious meals at no cost to you we are simply asking that you **fill out a survey** (not an application). We need all families to participate in this short survey. A copy of the survey will be sent home and should be returned to school with your student(s). Thank you for your help with this request!