

We are excited to start a new school year, a school year without a hurricane and Covid-19 fading into the distance. Due to the hurricane we were unable to have our Annual Parent Orientation Programs. Hopefully, this information will help as you prepare for your children to return to school on Tuesday, September 8, 2020.

Opening Day of School: On the first day of school, parents can enter the building to take your children to their classroom. Your temperature will be taken, and you must wear a mask. We ask that you do not linger. This is not a time for a conference but merely to quickly meet the teacher and get your children in their classrooms. After the first day we ask that only the parents of K3, K4, and K5 enter the building and this will only be allowed the first week. Remember there is not a lot of parking, and we must keep the street in front of the school open for the buses.

On the opening day of school, in the elementary building, there will be teachers at the front door and the two back doors to assist parents and students where to go. Students in K3 through 6th grade will go to their homeroom class where they will stay all day.

On the opening day of school in the high school building, there will be a teacher at the front door and at the car drop off door. Students will enter the building and will go to one of three tables to pick up their schedule. Beginning at 7:15 the students will go to their 1st period class. The official beginning of school is 7:30, and the official end of school is 3:00 PM. Parents are allowed on the first day to accompany their children into the building.

Bus Riders: You need to contact Union Parish School Board to find out what bus your students will be riding. UCA Students will be able to ride school buses 5 days a week. However, this year due to the Covid 19 and the restrictions placed on bus capacity. A child must ride the same bus to school and the same bus home. There cannot be multiple pick up or drop off locations. In the past students have been able to ride to one location on a particular day and to other locations on another day. We are submitting a list of bus riders from last year, but you will need to let Union Parish know if your address has changed so you need to contact Union Parish as soon as possible. Buses will begin dropping off students at 7:15AM.

Student Drop Off and Pickup: On the opening day of school parents will be allowed to enter the building and carry your children to their classrooms. You will have your temperature checked, and you must wear a mask in the building. After the first day of school, only the K3, K4, and K5 parents will be allowed to escort their children to the room, **and this will only be allowed the first week of school.**

At drop off only one car at a time will be allowed to drop off students. We want to be sure that all the children are safe. Please, bear with us as this will take a bit more time in the morning. Mrs. Tammie Kinczel will be the staff member at drop off area each morning. Parents may begin dropping off their children at 7 AM. Beginning at 7:15 students will go to their classrooms where their temperature will be checked.

Elementary pickup will begin at 3PM. At pick up 3 cars at a time can be loaded. These locations will be marked on the pavement and labeled Car 1, Car 2, and Car 3. There will be several teachers at the pickup time so 3 cars may be loaded at once. We ask that you stay in a single line to pickup the students. We will be making Visor Signs for the students who will be picked up. These should be placed on the passenger visor and lowered so that we can call for the students. The staff will quickly learn what students go in each car and pickup will get quicker very soon.

High School drop off and pickup will be the same as last year. Parents will come to the west side of the gym to let their students out at the covered awning. As the students enter the building their temperature will be taken.

Early Check Outs: If you are going to check your child out early it must be done no later than 2:30 PM. This eliminates the confusion of trying to locate students after they have already moved to bus pickup or to car pickup. This is for all students' grades K3 through 12th grade.

Lunches: This year we will not be able to microwave students' lunches. If your child brings a lunch it must be something that does not have to be reheated. This is for safety reasons and since students will be eating in their classrooms, we do not have microwaves for every classroom.

Lunch bills from last year will be distributed on the opening day of school. Please, check your child's backpack when they get home to see if lunch money is owed from the previous school year. These balances must be taken care of as soon as possible.

Water Bottles: Due to Covid-19 the water fountains have been turned off. The school has ordered a reusable water bottle for each child, but it does not look like they will arrive in time for the start of school. Please send 2 bottles of water with your child on the opening day of school.

Student Handbooks: Once again due to the storm our handbooks were not able to be printed. The handbook will be posted on our website in the very near future.

Student Information Forms: We know that you each filled out registration forms for your children at the end of the 2019/2020 school year. But some of this information may have changed over the summer. On the opening day of school each student in K3 – 12th grade will be sent home a couple of forms that need to be completed. One is a demographic sheet where you will list student address, parent names, and multiple phone numbers of individuals that can pick up your child incase of an illness. The second will be a sheet where you are stating that by sending your child to school, they are well to the best of your knowledge. This is mandatory this year considering the Covid 19 virus.

We will continue to post information to the website as is needed.