

St. Robert School BACK TO SCHOOL LETTER

August, 2022



Dear Students and Parents,

*On behalf of the St. Robert School faculty and staff, welcome to the 2022-2023 school year! We look forward with much anticipation and excitement to work in partnership with you to provide the best educational experiences possible for your child(ren). The purpose of Catholic education at St. Robert School is the formation of boys and girls who grow up to become outstanding citizens of this world - loving God and neighbor and enriching society. It is, in essence, the individual formation of our students which enables them to see the world as God sees it, and to act as God would want them to act at all times. This is all done in an environment of academic excellence, where students learn how to become intentional disciples of Jesus Christ, grow in virtue and holiness, and become leaders of their generation. **St. Robert Mustangs have PRIDE.** Please call the school office if you have any questions or need assistance.*



Dear Parents and Students of St. Robert School:

We hope you had an enjoyable and relaxing summer break and are ready to get started! The staff is well-rested and eager to have you back!

Please be advised that school officially begins for Young 5s-8th grade students on **Monday, August 22, 2022 (it will be a half day of school). School begins promptly at 7:45 a.m. and ends at 10:55am (1st-8th). Y5/Kdgs will dismiss at 10:45am on 8/22.**

ALL Preschool 3 and 4 classes will start the following week:

Monday, 8/29 (First Day for P4)

Half day Preschool 4 students first day (7:45 – 10:45 a.m.)
Full day Preschool 4 students first day (7:45 – 2:15 a.m.)

Tuesday, 8/30 (First Day for P3)

Half day Preschool 3 students first day (7:45 – 10:45 a.m.)
Full day Preschool 3 students first day (7:45 – 2:15 a.m.)

BUS VARIANCES

Request for Transportation Variance

- State of Michigan Law concerning the transportation of students to and from school requires that all students be transported to/from their home address unless a special “variance request” is made by a parent and granted by the school administration.
- ***Please be aware that no bus variances will be processed or granted between Monday, August 22, 2022 and Monday, September 12, 2022 as bus routes become finalized. Parents who do not complete a bus variance form by the August 19th deadline must wait until they are again accepted on Tuesday, September 12, 2022.***
- Bus variances must be approved by the school office before the change can occur.
- A request for Transportation Variance (Bus Variance) is easily accessible on our school website by going to the “Departments” tab and then clicking on “Transportation”.
- ***Bus variance forms are due to the School Office by Friday, August 19, 2022.***

Additional Busing Information

1. Flushing doesn't start school until August 29th, so there will be **NO BUSES** the first week of school (August 22-26).
2. As a reminder, there are no drop-offs in the front of the school on Henry Street. Bus riders are the only students allowed to enter via the Henry St. doors before 7:45 a.m.



Hot Lunches (Information & Costs)

- A student lunch will cost \$3.50 per day.
- An adult lunch will cost \$4.00 per day.
- Milk and snacks will cost 75¢ each.
- Hot Lunch will be served on all full days of school.
- We are in the process of setting up a Point Of Sale system for lunches which will use student ID cards and allow parents to load funds electronically. The plan is to have the system in place as soon as possible.
- **All students should plan to pay with cash or check (made out to St. Robert School) until the new POS system is up and running.**
- **Free and Reduced Lunches are not available the first week of school according to the rules of the Federal School Lunch Program.** Applications for the Free and Reduced Lunch Program will go home electronically on the first day of school. **NEW THIS YEAR**—All school families will be asked to fill out an application form.

Lunch Menu for First Week of School

Monday, 8/22 = No Hot Lunch (Half Day of School)

Tuesday, 8/23 = Taco Tuesday, Baby Carrots, Red Grapes, Strawberry Yogurt

Wednesday, 8/24 = Sloppy Joes, Green Pepper Strips, Diced Peaches, Honey Graham Crackers

Thursday, 8/25 = Waffles, Sausage Links, Hashbrowns, Whole Grain Biscuit, Banana/Pears

Friday, 8/26=Cheese Pizza, Green Beans, Apple/Pineapple Tidbits

⇒ *We are in need of help (PIP credit) for all lunches. See page 4 for more information.*

Athletics (Fees and Physicals)

All athletes must complete the following before they can practice or play:

1. Submit athletic fee (\$50.00 per child/per sport, with a \$160.00 maximum per family/per year) for all sports except football (\$100 fee).
2. Submit the Emergency Contact form and the signed athletic contract (via coach).
3. Have a current physical on file with the coach BEFORE the first day of practice.

Additional Sports Info

- ◆ **7th/8th Grade Tackle Football**
 - Team will consist of all GCCS players
 - Practice will begin August 8th
 - Practices will be held at Powers Catholic High School
 - Games will be held at 5:30pm on Wednesdays
 - Football A.D. is Mr. Tim Jamison (SRS)
- ◆ **5th-8th Grade Girl's Basketball (Need Coach)**
 - Practices begin August 22nd
 - Games begin September 6th
- ◆ **5th/6th Grade Flag Football (Need Coach)**
 - Boys and girls are welcome to play
 - Games will be played on Sunday
 - Practices begin September 12th
 - Games begin September 25th
- ◆ **4th-8th Grade Cross Country (Need Coach)**
 - Boys and girls are welcome
 - Practices TBD



BACK-TO-SCHOOL PICNIC / MEET THE TEACHER

MONDAY, AUGUST 22, 2022 (11 a.m. –12:30 p.m.)

As we prepare to begin another school year full of opportunities and excitement, let's take some time to relax, have some fun, eat some good food, and set a positive tone for the 22-23 school year.

Come and meet the teachers, get acquainted with the classrooms, receive a welcome packet, and drop off school supplies! We also invite P3 and P4 families to attend this event.

Stop by the St. Robert Activity Center anytime between 11 a.m. –12 p.m. for some good food and fellowship. Hot dogs, chips, cookies, ice cream and water will be provided.

Teachers will be in their classrooms from 11 a.m. –12:30 p.m.

An Athletics information table will be set up in the Activity Center. Volunteer sign up sheets will also be located in the Activity Center and in each classroom.

Angel's Attic (gently used uniform clothing) will be open in the school for browsing. All items are \$1.00.

It is imperative to start the year off on the right foot by bridging the gap between home and school through building a strong foundation of ongoing communication. The goal is for each student to have a positive and ultra-successful school year!

Schedule for First Week of School

Monday, August 22

- ◆ First Day of School for 1st through 8th grades (**Half Day:** 7:45 a.m. - 10:55 a.m.)
- ◆ First Day of School for Young 5's and Kdg (**Half Day:** 7:45 a.m. - 10:45 a.m.)
- ◆ **NO** Preschool 3 or 4 Classes (starting week of August 29 — see page 1)
- ◆ **NO Buses and NO ESP**
- ◆ 11 a.m.-12:30 p.m., Back to School Picnic / Meet the Teacher

Tuesday, August 23

- ◆ Regular Day of School for 1st through 8th grades (7:45 a.m. - 2:32 p.m.)
- ◆ Regular Day of School for Young 5's and Kdg (7:45 a.m. - 2:15 p.m.)
- ◆ **NO** Preschool 3 or 4 Classes (starting week of August 29 — see page 1)
- ◆ **NO Buses**
- ◆ First Day for ESP

Wednesday, August 24

- ◆ Regular Day of School for 1st through 8th grades (7:45 a.m. - 2:32 p.m.)
- ◆ Regular Day of School for Young 5's and Kdg (7:45 a.m. - 2:15 p.m.)
- ◆ **NO** Preschool 3 or 4 Classes (starting week of August 29 — see page 1)
- ◆ **NO Buses**

Thursday, August 25

- ◆ Regular Day of School for 1st through 8th grades (7:45 a.m. - 2:32 p.m.)
- ◆ Regular Day of School for Young 5's and Kdg (7:45 a.m. - 2:15 p.m.)
- ◆ **NO** Preschool 3 or 4 Classes (starting week of August 29 — see page 1)
- ◆ **First All School Mass** at 8:30 a.m. (Y5's—8th grade)
(Mass of the Holy Spirit—Everyone wears a **RED** shirt)
- ◆ **NO Buses**

Friday, August 26

- ◆ Regular Day of School for 1st through 8th grades (7:45 a.m. - 2:32 p.m.)
- ◆ Regular Day of School for Young 5's and Kdg (7:45 a.m. - 2:15 p.m.)
- ◆ **NO** Preschool 4 Classes (Starting AFTER Labor Day—See page 1)
- ◆ **NO Buses**

NEW—Early Release Days

There will be several special Early Release Days this year to allow time for teacher professional development.

School will dismiss at 12:45 p.m. on Early Release Days and take home busing will be available.

The Early Release Days for 22/23 are:

September 21
October 19
November 16
December 14
January 18
February 15
March 15

There will not be any Early Release Days for April, May and June.

REMINDER

School begins at 7:45 a.m.

Students are expected to be in their classroom and ready to begin the day by 7:45 a.m. Students who arrive at 7:45 a.m. or later are considered late.

Friday, 9/2–Monday, 9/5
NO SCHOOL

2+1 Program

St. Robert School is again offering a 2 + 1 class for the first & second semesters of this school year for \$25 per semester. Come and enjoy some quality time in a faith-based playgroup setting with your two/three-year-old child! Registration forms and information can be found on the school website (www.strobertschool.com) in the Early Childhood section of the “Departments” tab. The fall class begins September 12th.

NEW FAMILIES

If you're new to St. Robert School, we invite you to attend our New Family Orientation. It will be held in the school Media Center from 6:30-7:30 p.m on Wednesday, 8/17. During the orientation, Mrs. Bushey will discuss PIP, school groups, getting involved and the Instructional Support Program. Angel's Attic (gently used school uniform clothing) will be open for browsing. All items are \$1.00.

Extended School Program (ESP)

ESP continues to accept St. Robert students ages four and older. The program will open at 2:30 p.m. and will remain open until 6:00 p.m. You can find more information and registration paperwork on the school website (www.strobertschool.com) in the Extended School Day Program section under the “Departments” tab.

ESP will begin on Tuesday, August 23rd.

Volunteers Needed—Earn PIP Credit

We are in need of volunteers for several things for the 22/23 school year. Volunteer opportunities include, but are not limited to:

- **Lunch Supervisors (Needed ASAP)**
(10:45 a.m. to 12:15 p.m.) (Please email the school office (secretary@strobertschool.com) if you can help)
- Library
- Boosters (Officers)
- Homeroom Mom/Dad
- Superdraw
- Yearbook
- School Advisory Team
- **Coaches (must be over 18) (Needed ASAP)**

Volunteer sign up sheets will be located in the Activity Center and in each classroom during the Back to School Picnic / Meet the Teacher event.

MEDICATION REMINDER

- ⇒ State of Michigan school code requires that all medicines given at school shall have a **doctors order / parent permission authorization form, which includes dosage, signed and on file at school** in order to administer the medication. *This includes all over-the-counter medication such as Tylenol, cough medicines, cough drops, nasal spray, etc.*
- ⇒ Authorization forms must be filled out and signed by a doctor AND signed by a parent before any medication (prescription or OTC) can be administered at school. **The school cannot administer medication if the completed form has not been returned.** Forms are available in the school office.
- ⇒ Medication (prescription and OTC) must come to school in its original container (no medicine sent in baggies), and liquid medication must include a measuring spoon/cup.

Parent Drop-Off and Pick-up Reminders

- There is NO 1st-8th drop off or parking in the Teacher Lot on Henry Street.
- The Henry St. entrance is a **BUS ZONE ONLY** from 7:00—7:45 a.m. and from 2:00—2:45 p.m.
- ALL students in grades 1st through 8th grade arriving either by foot or by car **MUST** enter through the south church parking lot door.
- Please be mindful that prompt pick-up of students is important for your children's safety.
- Students not picked up on-time are brought to the school office. **Students are not allowed to wait downstairs for late pickup.**
- Any student(s) not picked up by 11:00 a.m. (on 1/2 days) or 2:45 p.m. (on full days) will be sent from the school office to ESP and parents will be charged hourly per child for supervision.
- **Detailed drop-off / pick-up procedures follow on pages 5 and 6.**

Preschool (P3 & P4), Young 5's & Kindergarten Drop-off/Pick-up

- ◇ School begins at 7:45 a.m. (at 7:45 a.m., students are expected to be in their classroom for attendance and ready for class to begin).
- ◇ Parents are asked to follow the drop-off and pick-up procedures to help reduce congestion and provide a safe environment for our youngest students.

We will be using the Henry St. parking lot adjacent to the school (the teacher lot, or where you park when you pick up or drop off your child in the office

DROP OFF

Drop-off at the North (Henry St.) School Parking Lot is between 7:30 - 7:45 daily. We will be utilizing the side Preschool door only for our youngest students. You will drive in and pull up to the front cone. There is no need to get out of your car (we will help with the car doors if needed) if your child is able to unbuckle his/her self.

- Please have your child seated so they exit the vehicle on the RIGHT HAND SIDE (passenger side).
- Please do not leave until you receive a thumbs up from us.
- Your child will be escorted down the short walk by Early Childhood teachers who will then escort them into the Preschool room. Young 5s and Kindergarten students will pass through to their classroom where another adult will be ready for them to start their day. Preschool students will stay in their classroom, also with another supervising adult, who will help them get started for the day.
- **Please be PATIENT at all times!** If your child(ren) arrive late to school (7:45 a.m. or later), and an adult is no longer on the sidewalk to greet them, you must park and walk them to the main entrance where our secretary will sign them in and admit them to class. Please ring the intercom and wait for directives spoken over the intercom.

PICK UP

School ends at 2:32 p.m. on Full Days, 10:55 a.m. on Half Days and 12:45 p.m. on Early Release Days for grades 1-8. Early Childhood dismissal times are slightly altered to help you, the parents, with pick up procedures. Early Childhood school days will end at 2:15 p.m. on Full Days, 10:45 a.m. on Half Days and 12:30 p.m. on Early Release Days. ***Pick-up for 1st-8th grades is between 2:15 - 2:40 p.m. daily. Please pick up your younger child first, then proceed to the lower lot to pick up your older child. If you arrive after 2:40pm, you will need to proceed to ESP to pick up your child, and charges for ESP care will be billed to your FACTS account.***

For ½ Day Preschool Students:

Students will be dismissed at 10:45 a.m. on Half Days and at 12:30 a.m. on Early Release Days from the Henry St. lot just as you arrived in the morning. Students need to enter the left side of your vehicle.

- The teachers will walk students to the Henry St. lot.
- **DO NOT park on Henry St. and exit your vehicle to get your child.** It creates confusion for cars passing through, for people walking and for bus traffic and **is not safe.**
- Please remain in the turn around - do not park in a parking spot.

For Full Day Preschool, Young 5 and Kindergarten Students:

Students will be dismissed at 2:15 p.m. from the Henry St. lot just as you arrived in the morning. Students need to enter the left side of your vehicle.

- The teachers will walk students to the Henry St. lot.
- **DO NOT park on Henry St. and exit your vehicle to get your child.** It creates confusion for cars passing through, for people walking and for bus traffic and **is not safe.**
- Please remain in the turn around - do not park in a parking spot.
- You are welcome to park and come up and get your child if you are parked facing SOUTH on Cherry St. (one way street), or if parked in the lower lot waiting for an older sibling.
- If you walk from another location, please walk to the teachers to retrieve your child - they will not walk them across the lot.


DETAILED MAP PROVIDED ON PAGE 7.

St. Robert School DROP-OFF / PICK-UP PROCEDURS:

1st-8th Grade Only

(Preschool, Young 5's & Kdg — Please refer to page 5)

DETAILED MAP PROVIDED ON PAGE 7

For liability reasons, no child may be dropped off before 7:20 a.m. 

Please note that we will continue to use last years arrival/drop-off procedures to eliminate safety concerns with children walking across the drop-off line of vehicles.

SCHOOL BEGINS AT 7:45 A.M. (*Students who arrive at 7:45 a.m. or later are considered late.*) Students are expected to be in their classroom and ready to go by 7:45 a.m.

ARRIVAL (Bus Riders)

- Bus Riders exit buses and proceed through the North Entrance doors (Henry St.). Students will wait with office staff, and will be released at 7:30 a.m. to proceed to their classrooms.
- *No other students are allowed to enter via the Henry St. doors prior to 7:45 a.m.*

ARRIVAL (Car Rider Drop-Offs) - As a reminder, NO DROP-OFFS ON HENRY ST. This is a BUS ZONE.

- Car riders will be dropped off three cars at a time—at the SOUTH ENTRANCE.
- We ask that car riders proceed SOUTH (only) on McKinley Rd and enter the EAST PARKING LOT. Car riders will then follow the flow of traffic (arrows on pavement) heading WEST towards the SOUTH SCHOOL ENTRANCE. Children will need to exit the vehicle on the RIGHT HAND SIDE (see map provided on page 7).
- Children will be allowed to proceed up the stairs and to their classrooms from 7:30-7:45 a.m.
- Adults will be at the SOUTH SCHOOL ENTRANCE to help children safely proceed to the building.
- Please be PATIENT at all times! Students exit on the right hand side. Wait to drop children off at the yellow pylons. Take your turn and stay in line.

ARRIVAL (Parkers / Walk-Ins)

- Parkers (Walk-Ins) must use the SOUTH CHURCH PARKING LOT. *Car riders are not allowed to park on Henry St. or enter via the Henry St. entrance.*
- We ask that Parkers (Walk-Ins) proceed SOUTH on Cherry St. and enter the LOWER SOUTH CHURCH PARKING LOT. Please park facing SOUTH and then proceed into the SOUTH SCHOOL ENTRANCE.
- Children will be allowed to proceed up the stairs and to their classrooms beginning at 7:30 a.m.

LATE ARRIVALS - Students arriving at 7:45 a.m. or later are considered LATE.

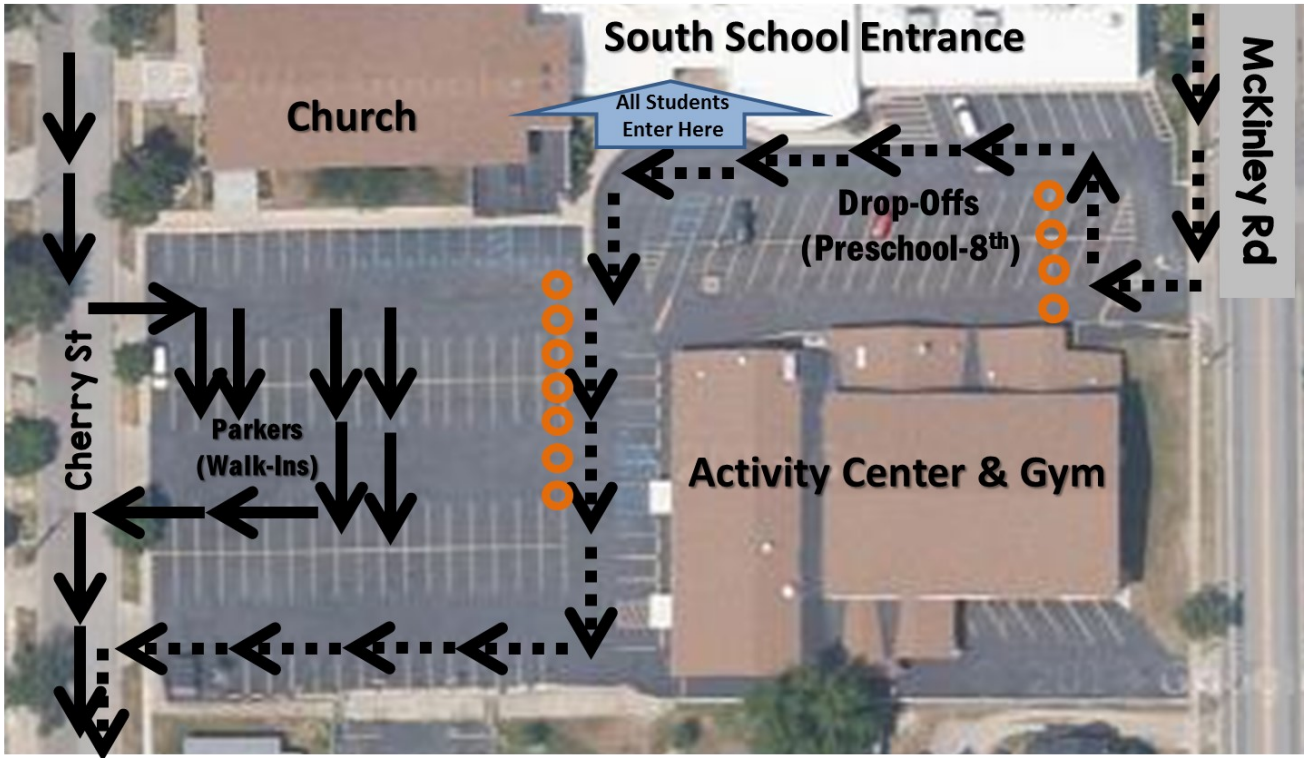
- PLEASE NOTE: The south entrance and the stairway door will be locked promptly at 7:45 a.m.
- All late students (7:45 a.m. and later) must enter via the Henry St. entrance to be signed in through the office and receive a pass to admit them to class.
- **PARENTS ARE REQUIRED TO REMAIN VISIBLE IN FRONT OF THE SCHOOL UNTIL LATE STUDENTS ARE ADMITTED TO THE BUILDING.**

DISMISSAL

SCHOOL DISMISSES AT 2:32 p.m.

- Bus riders will be assembled at the Henry St. entrance at the 2:32 p.m. bell.
- Teachers will walk car riders and walkers to the south exit at approximately 2:35 p.m. for dismissal. Parents picking students up are to park in the LOWER CHURCH PARKING LOT (SOUTH LOT) facing NORTH.
- NO parking in the UPPER LOT. Please wait for school staff to release and direct the flow of traffic.

DROP OFF MAP FOR 1ST-8TH GRADES



DROP OFF MAP FOR EARLY CHILDHOOD

