



# Millington Primary School 2021-2022 Frequently Asked Questions for Grades 1-3



## **When is the first day of school for students?**

The first full day of school is Monday, August 9. School hours are 8:15 am-3:15 pm.

## **When will I find out what teacher my child has?**

On August 5 you will receive a phone call and email from your child's teacher introducing themselves to you and your child.

## **Can I walk my child into class on the first day of school or throughout the year?**

At this time, due to COVID-19 protocols, visitors **cannot** enter the building, even on the first day of school. Parents will need to drop their child off in the car line where teachers and staff will be on hand to greet your child. We know that the beginning of each school year is a milestone for children and families, and we want this to be a special moment for your child, but we must follow COVID-19 protocols for the safety of our students and staff.

## **How do I find out about the school bus schedule and bus stops?**

During registration week and the first week of school, your child's teacher will be in contact with you about your request for bus information. Once a request is made by the parent for bus information, teachers will follow up with you about bus numbers, pickup times, and drop-off times.

## **How will my child receive a car number for the carline?**

Car numbers will be assigned and sent home the first week of school. Your child's teacher will be in contact with parents during registration week and the first week of school about a request for a car number. Once assigned a car number, please spend time helping your child learn their car number. We know that it takes time for students to learn their car numbers, so please know that we will be patient and will call names with numbers until we are assured students have learned procedures.

## **When and where should I drop my child off for school?**

You may drop your child off in the school car line beginning at 8:00 am. Staff will be on hand to assist your child in getting out of the car and into the school. Car riders will walk in through the gymnasium or designated hallway entrance and be greeted by several staff members who will assist them in getting to their classrooms. Staff members will be on hand all year to assist your child and ensure they are safely monitored as they walk to class. **IMPORTANT NOTE:** Please plan for your child to exit the car on the right hand/passenger side of the car. This ensures that students do not have to walk behind or in front of any cars.

## **How will my child know how to get to class on their first day and the first week before they know procedures?**

Safety and assurance are our number one priority during student arrival. We want ALL students to arrive to class safely and we want you to be assured that we will monitor and assist your child as they



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learn the school procedures. Everyday teachers and staff will be on hand in the car line and bus line to greet your child. They will walk them into the building and place them in a supervised line in the gym (car riders) or cafeteria (bus riders). Students will be monitored and supervised as they walk to class. During the first week of school, students will receive name and grade level labels as they arrive to school.

## **Do I need to get worried that my child will get lost in the shuffle?**

No need to worry! Although the first days and weeks of school may be confusing to you as a parent and to your child, please keep in mind that the staff has worked diligently to think of every detail in the safety of our students. Each teacher and staff member has a designated role in ensuring that students are supervised from the moment they arrive on campus until the time they are dismissed to you. We will be using a labeling system during the first week of school to ensure that your child's name and teacher's name is visible for all staff to see. **Important Note:** Each grade level is located on a hallway that is painted specifically for their grade level. Please practice teaching your child their hallway color every day.

Pre-K and Kindergarten= Blue Hallway

1<sup>st</sup> Grade= Yellow Hallway

2<sup>nd</sup> Grade= Green Hallway

3<sup>rd</sup> Grade= Red Hallway

## **What if my child cries or is afraid, how will the school handle it?**

We will work with your child to make them feel safe and welcome. Our team is very well-versed in helping students through this process! During drop off time, your child will be greeted by a teacher or staff member at your car. Speaking with your child every day about the exciting adventures of school can help them prepare for that first day.

## **What is the afternoon pickup procedure?**

The car line and bus line will operate in the same locations as arrival. A staff member will assist your child in walking to their car. **Important Note:** Please plan for your child to enter the car on the right hand/passenger side of the car. This ensures that students do not have to walk behind or in front of any cars.

## **What is the procedure for breakfast and lunch?**

Breakfast is provided free of charge to every student in the school. Breakfast will be served in classrooms each morning. Lunch is provided free of charge to every student in the school. Students also



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have the option to bring a healthy lunch from home. Lunch will be served in the cafeteria. Due to COVID-19 protocols, classes will alternate eating lunch in the cafeteria or in the classroom with their teacher. **IMPORTANT NOTE:** Due to COVID-19 protocols, outside food cannot be delivered to students during the day. Visitors will not be allowed during breakfast/lunch times.

## **What is the school dress code?**

Students shall dress and groom in a clean, neat, and modest manner so as not to distract or interfere with the operation of the school. Guidelines prefer no flip-flops of any kind and no extremely short or sheer clothing.

## **Do you have before or after school available for students?**

Before and after school care is offered at the school by the YMCA. Parents can visit the YMCA Memphis website or use the link below to register. Registration for before or after school care must be completed online. Before school care is offered from 6:30 am- 8:00 am and after school care is offered from 3:00 pm-6:00 pm. Both are in the school cafeteria. Pricing for before and after school care can be found on the YMCA Memphis Childcare website.

<https://www.ycamemphis.org/childcare/before-after-school-care-at-millington-schools/>

## **What if my child is late for school or needs to leave early?**

Students must be signed in at the front office when arriving late to school and leaving early. When arriving late, a school secretary will provide your child with a late slip and your child will be assisted by a staff member in getting to their class. If a child needs to be checked out early, parents will sign their child out through the front office. Please remember that due to COVID-19 protocols, visitors cannot walk students to their classrooms.

## **What if my child will be absent from school?**

Please contact your child's teacher via email about your child's absence as soon as possible. Parents should also send in a written note of absence with their child upon their return to school. Notes will be brought to the office by the child's teacher. For further information regarding absences, please refer to the Millington Municipal School Board Policy manual online for more information related to student attendance requirements.

## **What if my child gets sick or hurt during the school day?**

Parents will be notified immediately and asked to come pick up their child. If the school cannot reach the first parent or guardian, then they will immediately call the second parent or guardian for pickup. Please ensure that you visit the Millington Municipal School District website for COVID protocols detailing student illness.



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If an injury is serious and requires immediate medical attention, staff will call 911 and the parent. An administrator from the school will accompany the child to the hospital and wait there until a parent arrives.

### **What if my child needs to take medication during the school day?**

Please call the school's main office to get in contact with the school nurse. Procedures for medication administration must follow district policy and must be brought into the office by a parent. Medication can NOT be brought in by a child. Please visit the Millington Municipal School District policy website for more information regarding medication administration.

### **How can my child and I tour the school?**

Unfortunately, due to COVID-19 protocols, visitors in the schools must be limited. We will have staff on hand on Tuesday, August 3 to assist any families who would like a brief tour of the school.

### **How will my child be able to carry all their supplies to class if I cannot walk them to the room?**

We have a scheduled a drive by supply drop-off on August 6 from 12pm-3pm. You can simply drop-off any items you have for you child at that time and we will label their items and have them delivered to their assigned homeroom. Also, we will have several staff members ready to help your child when they arrive on their first day.

### **What are the protocols for Covid-19?**

All protocols will be issued by the Millington Municipal School District and are subject to change according to the recommendations of the CDC and Shelby County Health Department. Updated Covid-19 protocols can be found on the Millington Municipal School District website or by clicking the link below.

[https://www.millingtonschools.org/UserFiles/Servers/Server\\_90441/Image/News/Covid19/COVID%20Responsibilities%2021-22%20v2.pdf](https://www.millingtonschools.org/UserFiles/Servers/Server_90441/Image/News/Covid19/COVID%20Responsibilities%2021-22%20v2.pdf)

### **General School Information:**

#### **School Address:**

Millington Primary School  
6445 William Osteen Dr  
Millington, TN 38053

#### **Main Office Phone Number:**

901-873-8433

#### **School Fax Number:**

901-873-8439

#### **School Hours:**

Start Time: 8:15 am

Dismissal Time: 3:15 pm



#### **School Colors:**

Black and Gold

#### **School Mascot:**

Trojans

#### **School Motto:**

Readers. Writers. Problem-Solvers