

ORANGE ELEMENTARY

CLASSROOM INTERRUPTIONS, VOLUNTEERS AND VISITORS



Classroom Interruptions

In order to create and maintain the best learning environment for students, interruptions during instructional times must be avoided. Please make all necessary arrangements about lunch, homework, permission or after school arrangements with your child **before** they leave for school. If you must notify your child during school hours, please check in at the office. Any items such as textbooks, lunches, etc. must be dropped off in the office.

It is extremely difficult to get messages to children after 1:55 p.m. Please do not plan on picking up children after **1:55 p.m. – wait for dismissal**. Please wait for your child at the lunch tables or the gate at the back of the school.

Visitors and Volunteers

All Volunteers and Visitors **may not** proceed directly to the classrooms, multi-purpose room or any other campus location. **Check in with the office required** (Penal code, Title 15, Part I, Section 627).

Volunteers are assigned a specific day and time. In order to ensure school safety, the office staff will verify volunteer days and time.

What if I need to speak to my child's teacher?

Parents will have to make an appointment to meet with a teacher. All phone calls received during instructional time will be forwarded to the teacher's voicemail.