

August 26, 2022

Dear Manor School Families,

We are so excited to welcome you back to the 2022-2023 school year! We hope that all is going well with your family and that you are savoring the final days of summer. The first day of school is September 1, 2022. At this time, you should have received a letter from your new classroom teacher.

Please log onto Infinite Campus to update all important emergency information.

Arrival and Dismissal:

As we did last year, we will be using two doors for arrival and dismissal:

Entrance/Exit for Students in Grades K-2 **Area A:**
Central Administration Doors near Washington Avenue

Entrance/Exit for Students in Grades 3-5 **Area B:**
Manor School Main Entrance Doors to the Main Lobby

These doors open daily at 8:50 a.m. and remain open until 9:05 a.m. Students who arrive after 9:05 a.m. are considered late and must sign in at the security desk.

On the first day of school, all teachers will be outside in the front of the building to greet their students upon arrival from 8:50 to 9:00 AM. Support teachers will be stationed at each classroom to welcome the students as they enter. Students taking the bus will be greeted upon disembarking and then escorted to their classrooms.

Both exits begin dismissal at 3:15 p.m. Students are dismissed, one at a time, beginning with the Kindergarten students in Area A and the Third-Grade students in Area B. As you meet your child, please step aside quickly to avoid overcrowding and to allow a smooth path for students to follow. Parents with multiple children are encouraged to pick up their youngest child first.

First Day Packet and Information:

You will receive a packet on the first day of school with important information for the school year. Please read it carefully and return the tear off sheets to your classroom teacher. This packet will also be posted in our Virtual Backpack on our Manor School website.

As you are enjoying your final days of summer, please consider taking a family photo that we will display in our main lobby. These photos create a warm entrance and serve as a reminder of our wonderful Manor family. We encourage you to bring your family photo and your Summer Challenge papers on the first day of school.

As always, please feel free to email or call us at the Manor School with any questions or concerns.

Yours in Manor Pride,
Mrs. Emmerich and Dr. Kakalos