

General Information

Our office is staffed from 7:10 a.m.-4:00 p.m. Staff members may be reached by phone at 706.769.7941 or by email.

School Hours: 7:30 a.m. - 2:30 p.m. Doors open each day at 7:10a. Students arriving before 7:30a will report to the gym and be supervised by a staff member until the bell rings at 7:30 a.m. Class begins at 7:45 a.m.

Tardies: Students arriving after 7:45 a.m. are counted tardy. **Parents must accompany their child to the office to sign in for the day.** A tardy pass will be issued for the student to give his or her teacher.

Visitors/Classroom Deliveries:

Visitors must sign **in and out** in the Office and wear a Visitor's Badge when visiting the school for any reason. Even parents wishing to walk their child to class must check in at the front office. Please help us foster your child's independence by saying goodbye at the school front or in the car rider line. Parents are encouraged to volunteer in the classroom per the request/needs of the teacher.

If you would like to visit your child's classroom, please check with the teacher (via note, email, or phone) to determine a time that would be convenient for both of you. Please do not drop in on a classroom unexpectedly. Teachers carefully plan their day and lessons, and children are easily distracted by surprise visitors. The Office Staff is happy to make deliveries for you, such as class treats, forgotten homework, lunch money, etc.

Money: Any money sent to school should be in an envelope that is labeled with your child's name, teacher's name, and the reason for the money (ex. lunch money, ice cream money, t-shirt order, etc.) and placed in your child's agenda.



Transportation: Morning buses arrive at OCPS between 7:10 a.m.-7:25 a.m. Each afternoon, classroom teachers walk students to the buses to ensure that our young students get on the correct route. Most local daycare programs will pick students up from OCPS.

For the safety of our students and to ensure they get home to the correct place, we have the following policies in place:

*We do not take transportation changes after 2:00 p.m.

*All transportation changes must occur through our online transportation form or a handwritten note signed by a parent or guardian.

*We cannot accept emailed or phoned in transportation changes. Please do not leave a voicemail as a way of communicating a transportation change.

*Students can be checked out of school until 2:00 pm. After 2:00 p.m., students will be released at dismissal.



Car Riders: Car riders may only be dropped off in the front drive. Adults will be stationed at the front entrance of the school to open car doors from 7:15 a.m. -7:45 a.m. Anyone picking up a child in the car rider line must have a school issued car rider sign. If no sign is present, the adult will be asked to park, visit the office, and show ID before a child will be released for the day.

Unless a verified change has been submitted, each student will be dismissed according to his/her regular transportation plan.

Below is a list of area daycare centers who will provide transportation to their facilities for after school care:

Area Daycare Centers

Apple Tree Prep	770-725-4117
Downs Pre-K	770-725-1020
Georgia Academy	706-369-3070
Kiddieland	706-769-6596
Kids R Kids	706-546-9400
Oconee Preschool Academy 1	706-769-5437
Oconee Preschool Academy 2	706-769-2273
Primrose School of Athens	706-850-0223
Rocky Branch Academy	706-769-8080
YMCA	706-543-6596
YWCO Afterschool (OCPS)	706-354-7880

(Afternoon transportation is provided by the individual daycare facility.)

Activity Classes: OCPS offers Art, Music, and PE classes. Please make sure your child wears tennis shoes on the day he or she has PE. Teachers will send home the activity schedule.

Reminder from the Nurse: In order to prevent the spread of illness, students must be symptom and/or fever-free (without the aid of fever-reducing medication) for 24 hours before returning to school after an absence. A fever is a temperature of 100.4 or above.



Breakfast/Lunch:

OCPS welcomes parents to eat lunch with their child. After signing in at the front office parents may proceed to the cafeteria and wait for your child's class to arrive. Round tables are located in the cafeteria for parents and students or you may choose to enjoy your lunch at the tables located outside our front entrance.



Ice Cream is sold every Wednesday for \$1.00. In an effort to make this process as efficient as possible, please send in the exact amount only and put this money in a separate envelope from student's regular lunch money. We do not accept pre-payment for ice cream. Money for ice cream should only be sent in on Wednesdays. Envelopes should be labeled with your child's name, teacher name and "Ice Cream Money".



To ensure the safety of our students, we require photo identification when signing in at the front office or when checking a student out.

**School Activities and
Special Events**

- Parent Breakfasts
- Grade Level Performances
- Little Chief Fun Run
- Fall Carnival
- Thanksgiving Feast
- PTO Holiday Event
- Holiday Sing-A-Long
- Book Fairs
- Can-A-Thon
- Bingo Night
- OCHS Pep Rallies
- Field Trips
- Daddy-Daughter Dance
- Square One Art
- No Sell Fundraiser



**Welcome To
Oconee County
Primary School
2019-2020**

OCPS promotes academic excellence while recognizing the social and emotional development of each child within a safe, challenging, and nurturing community.



Principal

Dr. Katherine Brown
kbrown@oconeeschools.org

Assistant Principal

Mrs. Sara Johnson
sjohnson@oconeeschools.org

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