

# NorthPointe Christian Elementary & Pre-School

## 2011 ~ 2012 Daily Schedule / Procedures

### ARRIVAL

Students should arrive at school by 7:50 a.m. and be in their classroom ready to start class by 8:00 a.m. Only the front doors of the school building will be unlocked and open at 7:30 a.m. Students arriving between 7:30 and 7:50 a.m. can wait outside their classroom in the hallway.

1. Students inside the building before 7:50 a.m. must sit on the floor outside their classroom. Students may do school work or talk quietly with other classmates but remain seated.
2. **If arriving after 8:00 a.m., please report to the office first and sign in.**

### DAILY SCHEDULE

7:30 AM	School Supervision Begins (students may start arriving)
7:32	All students need to be loaded on NPC shuttle to Elementary
7:37	NPC Shuttle bus <u>departs</u> from MS/HS (Leonard campus to the Elementary)
7:50	Arrival Bell (NPC Shuttle arrives)(classrooms opened for students)
8:00	Tardy Bell
8:30	AM Pre-School begins
9:45	Y's-1 Grade AM recess
10:00	2-5 Grade AM recess
10:20	Fridays, Chapel grades K-5
11:15	AM Pre-School ends
11:15	Half-Day dismissal
11:25	Y5's - 1 <sup>st</sup> Grade lunch; 2 <sup>nd</sup> - 5 <sup>th</sup> Grade recess
11:45	2 <sup>nd</sup> - 5 <sup>th</sup> Grade lunch; Y5's - 1 <sup>st</sup> Grade recess
<b>12:00</b>	<b>PM Preschool Begins</b>
12:05	Lunch/Recess Ends
2:45	Y5's - 5 <sup>th</sup> Grade dismissal
2:50	NPC Shuttle Buses depart from Elementary (Russwood) & MS/HS (Leonard) Campuses
2:45	PM Preschool Ends
3:00	NPC Shuttle Buses arrive at Leonard and Elementary Campuses.
3:00 PM	School Supervision Ends ( <b>All students must be picked up</b> )

### DISMISSAL

Parents picking up their child early, please report to the office and sign them out.  
**Dismissal bell rings at 2:45 p.m. Half-Day dismissal is at 11:15 a.m.**

#### Students should:

1. Not leave school until their teacher dismisses them.
2. Walk in the hallway.
3. Go straight to their bus or ride home (Playground use is discouraged, no supervision provided).
4. Wait in bus lines quiet and orderly.
5. Use sidewalks at all times.
6. Return to the school's lobby and notify the office if their ride is not there.