



Wildcat News



8/14/2023

W.A. Metcalfe Elementary School

[Edition 2, Volume 1]

From the Desk of the Principal, Christiana Robbins

Greetings, Metcalfe Families:

Welcome to the 2023-2024 school year! We are excited to have your child at Metcalfe, and to have a partnership with you as we work to ensure your child's success!

There are a few established procedures/protocols that I want to explain:

- **Morning Drop-Off:** Students should be dropped off from 7:15 AM to 7:45 AM at the front of the school. Please pull your car forward. Students must not be let out of the car in the parking lot.
- **Breakfast:** Breakfast begins at 7:15 AM. **Breakfast ends at 7:45 AM.**
- **Transportation Changes:** Changes in transportation **will not be accepted** via phone.
 - ❖ If you wish to change the way your child goes home, please send in a parent-/guardian-signed note.
 - ❖ In the event of an emergency, a change in transportation will be accepted via email from an email address that is on file with the school through Skyward and accompanied by a picture of the parent's/guardian's driver's license or valid photo ID.
- **Afternoon Pick-Up**
 - ❖ **All Vehicles Must Have a Pick-Up Sign**
 - ❖ The front car loop is a **No Parking Zone**. Please remain in your vehicle & continue to pull forward with flow of traffic.
 - ❖ Please display the parent pick-up sign in your vehicle with student name facing toward staff. **All Vehicles Must Have a Pick-Up Sign.**
 - ❖ If you are walking up, please have your walk-up sign and go to the Parent Walk-Up gate to pick up your child.

If you have any questions or concerns, please do not hesitate to contact me via telephone or via email at robbincl@gm.sbac.edu. I look forward to a great school year!

~ Ms. Robbins

Important Dates

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August 31st

Health Screenings for Students

September 4th

No School, Labor Day

September 7th

Title 1 Annual Meeting
5:00 pm – 5:30 pm

Open House

5:30 pm – 6:30 pm

September 14th

Interim Reports
(Available in Family Access)

September 19th

SAC Meeting 4PM
Via Zoom
(Zoom link will be emailed)

Reminders

Breakfast

7:15 – 7:45 daily

School Hours

M, T, Th, F: 7:45 AM – 1:52 PM

W: 7:45 AM – 12:37 PM

Late Arrivals

Students who are tardy to school (arriving after 7:45 AM) must be signed in at the front office. School staff will walk your child to class.

Sign-In & Check Out

Checking students out prior to dismissal time is highly discouraged. We ask that you check students out no later than 1:20 PM on M, T, Th & F and no later than 12:05 PM on Wednesday.

GENERAL INFORMATION – AKA NAMES

Under a new state rule, parents/guardians will now have to give their consent for schools to use a name other than their child's legal name (as listed on their birth certificate) in school. Florida Board of Education Rule 6A-1.0955 requires school districts to develop a form "for parents to specify the use of any deviation from their child's legal name in school." This includes but is not limited to a shortened version of a student's legal name or a completely different name.

Alachua County Public Schools has developed a form that parents/guardians of current students can access in three ways:

1) *Through your Skyward Family Access account, you can find the form under 'Annual Updates.' This is the same section that you will use to update your emergency contacts and other information at the beginning of the school year. This option will be available August 8 through September 30.*

If you do not currently have a Skyward Family Access account, you can visit your child's school with a photo ID to request a user ID and password. You can also submit your child's full name, date of birth, grade level and school AND your full name and a picture of your ID to familyaccessrequest@gm.sbac.edu.

2) *You can request a hard copy of the form from the child's school and return it to a school administrator.*

3) *You can go to our Back to School page at www.sbac.edu/backtoschool and click on 'Student Preferred Name Form.' Download and complete the form, then return it to a school administrator or email it to the school principal.*

For parents/guardians who enroll a new student in an ACPS school, the form will be part of the New Student Online Enrollment packet.

If a student asks to be called anything other than their legal name at school, a school administrator or designee will contact the parent/guardian to let them know how to give their consent in writing

Alternative names cannot be added into the district's database until the form has been completed and submitted by a parent.

We appreciate your flexibility and patience as we work to implement this new state rule.

SAVE THE DATE

September 7th

Title 1 Annual Parent Meeting

5:00 pm - 5:30 pm

Open House

5:30 pm - 6:30 pm

ATTENDANCE

We are working extra hard this school year on improving attendance. As a friendly reminder, students are tardy if they arrive after 7:45 AM. When students are tardy, they are missing breakfast and instruction. Please be sure to have your child arrive prior to 7:45 AM to ensure that they can get breakfast and get to class on time.

We look forward to a wonderful school year!