July 12, 2019

Dear Families of Robins K-8 School,

Welcome to the 2019-2020 school year! I hope your summer was exciting and fun! It’s always a joy to be able to spend time in the summer (even a short summer) with your family and friends. I want to WELCOME all new students and families to Robins K-8! It’s a great place to be! I know the students are getting ready for their return to school and we are preparing for their return😊

Here are a few reminders for you:

1. School starts @ 7:45 a.m.
   a. Supervision will be provided on campus at 7:15 a.m. Please remember that before 7:15 a.m. your child (ren) should not be on campus for safety reasons.
   b. K-5 Students will line up at 7:40 a.m. on the playground and kinder students on the west cafeteria patio. Teachers will have signs so that students will know where to line up.
   c. 6th-8th students will wait in their courtyard until the 7:40 a.m. bell and then proceed to their first class.

2. School ends for K-5 at 2:00 p.m. (Mon, Tue, Thurs., Fri.) and at 1:00 pm on Wednesday.

3. School ends for Middle School at 2:45 p.m. (Mon, Tue, Thurs., Fri.) and 1:00 p.m. on Wednesday.

4. There will only be ONE bus pick up time from the school. Due to the different ending times between K-5 students and Middle school students, we will only provide supervision for those students that are waiting for the bus and must remain at school until the busses arrive at 2:45p.m. Mon, Tue, Thur, Friday and 1:00 p.m. on Wednesday. Our monitoring staff will provide supervision to BUS students only. All other students in K-8 must be picked up on time.

It is very important that your students are on time each day. Tardiness is not acceptable and has a negative impact on their learning. The call to line up bell rings at 7:40 a.m. Teachers begin to walk students in at 7:43 a.m. Start of school bell rings at 7:45 a.m. and a tardy bell at 7:47 a.m. Students are considered tardy after the 7:47 bell daily. All tardy students must sign in at the front office and receive a tardy admit slip to class. Please see enclosed information from TUSD on how attendance and office procedures are followed for tardiness and absences as required by A.R.S. (Arizona Revised Statutes). Parents need to accompany their child into the building to sign them in after 7:47 a.m. for security purposes. If your child will be absent please call Ms. Kristy Melendez the attendance technician @ 908-4313 or Mrs. Paulina Payne the office manager @ 908-4300 or email us at Kristy.Melendez@tusd1.org.
Safety is always a priority at Robins K-8. Please remember that all doors to the school except at the front office and perimeter gates will be locked during the school day. Please remember to use the appropriate drop off and pick up areas located at the West parking lot. There are two lanes of traffic. The inner lane is for pick up/drop off and the outer lane is for exiting the area. Please remind students to use the marked crosswalk areas.

We also ask that you follow all designated parking and no parking area signs. Our parking signs require that you stay in your vehicle during drop off/ pick up times for safety of the students and effective traffic flow. At dismissal all students will be escorted to the designated pick up area (West parking lot). We ask that parents do not wait in the halls at dismissal or in the front foyer.

All of us here at Robins K-8, are committed to providing the best education for your students. We need your involvement, ideas, and support. Feel free to call me at 908-4300 or email me at Chandra.Thomas@tusd1.org. You can stay informed about our school and upcoming events by visiting our website at http://robins.tusd1.schooldesk.net/, and complete a “communication request” form at the front office. This form will allow our PTO to contact you as well.

Below are our important dates and events:

- **On July 26th** from 1pm-2m, we will host **Orientation for 6th grade students and new Middle school students to Robins K-8**. Also, returning 7th and 8th students will be able to pick up their schedules on the 7/30/19.

- **On July 30th**, it is “MEET YOUR TEACHER” day. Teachers will be available in their classrooms beginning at 9am and ending at 11 a.m. This is the perfect time to drop off any supplies that you may have picked up for the classroom over the summer 😊

- **August 1st, “New Parents to Robins K-8” Meet and Greet by PTO in the Library at 8:00 a.m.**

- **August 14th** is “Back to School Night” for K-5
  (Date should not change unless an unforeseen/unknown conflict arises)
  - K-2 @ 6p.m.-7:30p.m.
  - 3rd-5th @ 6:30p.m. – 8:00p.m.

- **August 15th** is “Back to School Night” for Middle School (6p.m.-7p.m.)
  (Date should not change unless an unforeseen/unknown conflict arises)
  (Date should not change unless an unforeseen/unknown conflict arises)

The front office is open now for registration on Tuesday’s and Wednesday’s from 7am – 3pm. The front office officially opens daily on July 22nd for registration and transportation information. See you on the first day of school: **Thursday, August 1st!**

Sincerely,

Mrs. Chandra Thomas