

<i>Adopted:</i>	9/6/1977	<i>Saint Paul Public Schools Procedure</i>	602.00
<i>Revised:</i>	--		

602.00 STUDENTS/ARRIVAL AND DEPARTURE TIME

The Superintendent’s Office shall periodically seek to disseminate information about the school district’s elementary arrival and departure time policy through the various media including radio, television stations, city-wide and neighborhood newspapers.

The Elementary Education Office and Elementary Principals Advisory Council shall prepare a notice to parents providing specific details regarding school arrivals, departures and family emergencies. The notice shall be sent by bulk mail to all families of elementary age children.

Each elementary school will provide notice to parents at time of registration regarding arrival and departure times at school.

Should students arrive at school prior to the designated arrival time or remain after the conclusion of the school day except for approved activities, their parents will be notified by letter or phone call about the school district’s elementary arrival and departure time policy.

If students continue to arrive early or remain after school, the parents shall be notified and students will be sent home.

Each elementary school will develop a contingency plan for exceptions to this regulation for a family emergency.

CROSS REFERENCE:

LEGAL REFERENCES: