

### **Protection of Instructional Minutes**

Continuous and consistent attendance is of utmost importance for your child's education and learning. Therefore, it is important they attend school each day, and all day. PLEASE do not schedule appointments (doctor, dentist, etc.) during the school day. IF you must, then please be sure your child is in school before and after the appointment. DO NOT keep them out all day long.

In addition, each child's instructional minutes must be maximized. Therefore, it is highly discouraged for parents to pick up their child early from school, especially if it is not for an emergency or for an appointment.

Our teaching staff works diligently to fully implement the Common Core State Standards, and protection of instructional minutes is of the utmost importance. Maximizing time on task is a priority; therefore Murray Manor staff makes a concerted effort to limit classroom disruptions. Parent guidelines to assist with the protection of instructional minutes are as follows:

- To prevent disruptions and/or distractions for our scholars, if arriving prior to dismissal (2:20 pm M, W, Th, F and 1:05 pm Tues.) for pick up, parents are to wait at the front of the school (grassy area North of the office) in the designated **“Dismissal Parent Waiting Area.”**
- No parents arriving prior to 2:20 pm or 1:05 pm dismissal times will be allowed to come inside campus to wait near classrooms. Even though our teachers are great, they are not as entertaining to our scholars as the adults outside classroom windows, or as the conversations scholars hear going on outside the class. Therefore, we need your help in ensuring our scholars are not mentally checked out, maximizing time on task, and still learning at the end of their school day.
- Please limit messages, materials, and lunches dropped off. The office staff will deliver messages by the end of the instructional day, and scholars will be notified of their lunches in the office just before their lunchtime.

### **Campus Security**

Parent guidelines to assist with campus security:

- All parents, volunteers, and visitors **must** always check in/out at the front office, sign in/out, and wear a volunteer/visitor badge. Be prepared to show your Driver's License or an identification card always when picking up a child.
- Since safety is a primary objective, students are not to enter/exit school grounds through the staff parking lot. Students may exit campus on the sidewalk located by the school office or the sidewalk near the lunch area.
- During school hours, campus fences will be secured, and the only entrance onto campus is at the front of the school to check in/out at the front office.
- Consider volunteering your time as one of our Watch D.O.G.S. (Dads of Great Scholars/Students), you must have fingerprinting clearance. Contact our Watch D.O.G.S Coordinator, Mr. Shane Steinfeld, at [mumwatchdogs@yahoo.com](mailto:mumwatchdogs@yahoo.com) for more information.

As our educational partners, we appreciate your support in protecting instructional learning time, limiting classroom disruptions, and ensuring our scholars are safe.

**We appreciate our MUM families! Thank you for your support!**