








DEFER ELEMENTARY SCHOOL

<p style="text-align: center;">Arrival</p> <p>Students will be allowed in the building at 8:20 a.m. Please do not drop your student off prior to 8:15 a.m.</p> <p>*Late Start Mondays 9:05 a.m.</p>	<p>Please view the Building Map for Arrival Doors: Entry/Exit Map by Grade Level</p> <p>Safe Routes and Preferred Crossing Maps: Safe Routes to School Information Walking and Biking Basics</p> <p>Students Entry - The entry bell will ring at 8:20 am. Teachers will meet their class by the door and walk students to their classrooms.</p> <ul style="list-style-type: none">• Students will walk to the grade level door and line up in the designated area wearing masks.• Students will line up by class.• Teachers will meet the students at the door and walk the students to the classroom. <p>Please review the video for Drop Off Locations: Drop Off Locations Video</p>
<p style="text-align: center;">Parent Drop off and Pick UP</p> 	<p>Safety Reminders for Drop Off for Defer and Pierce</p> <p><u>Parent Drivers: Drop off and Pick up Reminders</u></p> <p>Our first interest is always the safety of all of our Defer families and staff members and we know it is your interest as well. We appreciate your cooperation with these procedures</p> <ul style="list-style-type: none">• We want to encourage our students and families to cross Kercheval and the surrounding streets safely. It is important to use the crosswalks and crossing guards available.• It is best if you set up a meeting spot for your family to meet for drop off/pick up.• Parents can park away from the building on side streets and walk to the building to meet their children at drop off/pick up..• There is No Parking on Kercheval in front of the building.• There is No Parking along either side of Nottingham near Defer. Parking on the west side of Nottingham is allowed only during posted times and locations.• Since there is no parking anywhere on the east side of Nottingham, parents can drop off students at any point along

	<p>the full length of Nottingham from Vernor to Kercheval on the Defer side of the street. You do not need to wait until you get in front of the Defer gate to drop off or pick up your child.</p> <ul style="list-style-type: none"> ● Please Stop, Drop and Go in the drop off lines! Have students ready to exit the car with backpacks on in the dropoff lane. This will help the traffic to flow smoothly. ● No left turn onto Kercheval from Balfour, heading toward Defer. ● Please do not use the Staff Parking lot for drop off or pick up of students (before/after school only)
<p>Pet Free Zone</p> 	<p>Please refrain from bringing pets on school grounds before or after school or in the building. Students are allergic and some are even afraid. Animals can be unpredictable and this will alleviate any possible situations. We appreciate your support and understanding that Defer is a ‘Pet Free Zone’.</p>
<p>Medication</p> 	<p>Please turn in all medications to the office. All medications need a Medication Authorization Form completed.</p>
<p>Lunch Choices</p> 	<p>For lunch, students can:</p> <ul style="list-style-type: none"> ● Bring their own lunch from home. ● Order a school lunch ● Students ordering a school lunch will notify their teacher when attendance is taken at the beginning of the day. <p>Lunch Information: Chartwells Free and Reduced Meals Application</p>
<p>Birthday Treats</p> 	<p>We celebrate birthdays at Defer with birthday books and pencils. Due to the large number of student allergies, we no longer can accept any type of birthday cakes, cupcakes or cookies. Please save the present celebrations for home parties.</p>

Lunch/Schedule Procedures



Lunch will take place in the classroom and lunchroom..

- We need Essential Lunch Volunteers each day. If you are able to be an Essential Lunch Volunteer, please use the [Sign Up Genius](#)
- Lunch Volunteers will need to complete a [Volunteer Release Inquiry](#) for a background check
- Lunch is 50 minutes (25 minutes recess; 25 minutes lunch)

Lunch will take place in the classroom or lunchroom for students.

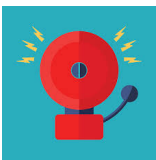
- [Lunch Schedule Fall 2022](#)
- Students have **assigned seats** in the classroom or lunchroom.
- Students should wash their hands (or sanitize when hand washing is not feasible) before and after lunch.
- Students will wipe down their eating space before and after lunch using a wipe provided by the lunch supervisor..

Meal Time PBIS Poster: [Meal Time](#)

Lunch Procedures

- Students are permitted to leave the building under authorized adult supervision for lunch time.
- An authorized adult must sign the student out from the office before a student is allowed to leave the building for lunch.
- Upon the student's return, the student will be required to come into the office before going back to class.

Dismissal



**Dismissal
3:38 pm**

Students will exit through the same doors they entered in the morning: [Entry/Exit Map](#)

The process is outlined below:

Walkers/Carpoolers

- Students will be picked up by their families at their designated spot outside the school building.
- Students are expected to walk home shortly after dismissal and are not allowed to play on the playground unless a grown up is present.

Student Pick Up and Drop Off During School Hours After 8:25 am and Before 3:38 pm



Pick up and drop off **during the school day (after 8:25 am and before 3:38 pm)** will happen through the Defer Office Doors.

- If your child needs to be picked up from school early, you must pick them up in the main office. Students will come into the office to sign out.
- Please call the office, 313-432-4000 if you need more information about pick up during the school day.

In the event that your student begins to feel ill at school

- Office staff will call you and ask you to pick up your student as soon as possible.
- Students **cannot** be sent back to class.
- Students must be symptom free (without medication) for 24 hours before returning to school. To ensure the safety of staff and students, no exceptions will be made.
- If student is exposed to Covid-19 or has a positive Covid-19 test GPPSS will follow the [GPPSS COVID-19 Information](#)

We look forward to seeing all of our students at school!

