



SCHOOL INFORMATION

MAIN OFFICE

- Office hours are from 7:00 a.m. – 3:00 p.m.
- Parents/visitors must use the front door and are required to sign in. You will need a picture ID to sign in if you plan to visit a classroom or academic area past the main office.
- For text message updates regarding cancellations or late buses please register at <https://www.Remind101.com>. **How to sign up for Principal Pinckney's Okatie notifications:**
Text @oka to (720) 924-4074 or Email oka@mail.remind101.com
- School email address is – OES.school.office@beaufort.k12.sc.us

ATTENDANCE EXPECTATIONS

Arrival:

- Student arrival begins at 7:00 a.m.
- Students arriving after 7:40 a.m. are considered tardy and must be signed in by a parent or guardian. Class begins at 7:45 p.m.
- Continued tardiness will be recommended for a truancy referral. Truancy is handled by the school social worker and District Office Staff.

Minutes Matter!
Be on Time for Learning!

Absence:

- If your child is absent from school a parent or doctor excuse is required.
- More than 10 unexcused absences may result in retention.
- **Please do not schedule vacation time during the school year.**
- If a child has three (3) consecutive, or five (5) total unlawful absences they are considered truant. A student attendance contract will be developed and signed by the parent, principal and school social worker.
- If additional unlawful absences occur, a Truancy Hearing may be required. Absences affect learning and our State School Report Card. Send your student to school unless he or she is sick.

Tardiness/Early Leaves

- The school day ends at 2:45, plan appointments after school please.
- Any changes to the way your child goes home **MUST** be in writing.
- Email **EMERGENCY** changes to OES.school.office@beaufort.k12.sc.us
- You must bring in a signed note from the doctor documenting an early leave or late arrival for it to be excused.
- **After a student accumulates a total of five or more unexcused late arrivals and/or early leaves this will count as 1 day of absence for your student regardless of the accumulated amount of time.**

- Students will not be signed out after 2:15 p.m. due to transitions, instruction, and announcements. When parents sign students out early this disrupts the learning for all!

CAR RIDER LINE- DROP-OFF/PICK-UP

- Morning 7:00-7:40, after 7:40 parent must accompany student into office to sign in.
- Afternoon dismissal if from 2:45 till all students are picked up or brought into the office; Students must be picked up by 3:00.
- Parents must display student issued security number on front window, if you do not have a number student must be signed out at the front desk.
- Turn off cellphone once you enter main campus circle; this will limit distractions and insure student safety.
- Seatbelts are required, SC State Law.
- Children under the age of 6 are required to sit in the back seat and must be in a car seat, SC State Law.
- Help keep our students safe and please be respectful of adults on duty.
- **Do not park and cross the drop off line in the morning or afternoon. This is a hazard and slows down the line for those loading or unloading student.**

The first few weeks of school the car rider line is especially long, please be patient and cautious!

BREAKFAST & LUNCH

Students may purchase a nutritious, Class "A" lunch consisting of a varying menu which is served on a daily basis. You may pay daily, weekly, or monthly.

Full price for breakfast is **\$1.00** each day

Full price for lunch is **\$1.65** each day

Reduced is **.30** for breakfast and **.40** for lunch

You can prepay for lunch at www.mylunchmoney.com.

It is important that lunch money is paid on time.

Free and reduced lunch forms will be sent home with each student at the beginning of the school year. Forms are available in the office any time financial circumstances change. **Initially, forms must be returned within the first 15 days of school.** The application will be reviewed and approved or denied by the Beaufort County School District Office.

Menus will be sent home monthly.

Please join your child for lunch occasionally or as often as possible. When sending a packed lunch from home please make the lunch nutritious.

Please do not send candy, soda or bring lunches from "fast food/take out" restaurants as a special treat.

We are promoting healthy eating habits.