



Hello Lebanon Christian School Families!

We are so excited to welcome you all to the 23-24 school year! The first day of school is approaching fast, and we wanted to send out some common FAQ's to help you have a smooth transition.

When is Orientation?

August 15th

When is the first day of school?

August 16th (1st-11th)

August 21st (Kindergarten)

School Day details:

- **Warren St. Campus**

Doors Open at 7:10 am. (Doors automatically unlock)

School Starts at 7:30 am. (Doors automatically lock)

School ends at 2:15 pm.

Drop off Procedure: 7:10am.-7:30a.m.

Enter the alley off E.Warren Street, then turn left into the school's parking lot and **only allow student to exit in the safe drop zone(▲) from the driver side** of the vehicle and then you may proceed to exit the parking lot by turning right, circling the island, and then turn left into ally to exit onto Silver St. or straight, exiting onto Mechanic St.

Please DO NOT allow students to exit the parking lot in the NO Drop Off Zones(✗).

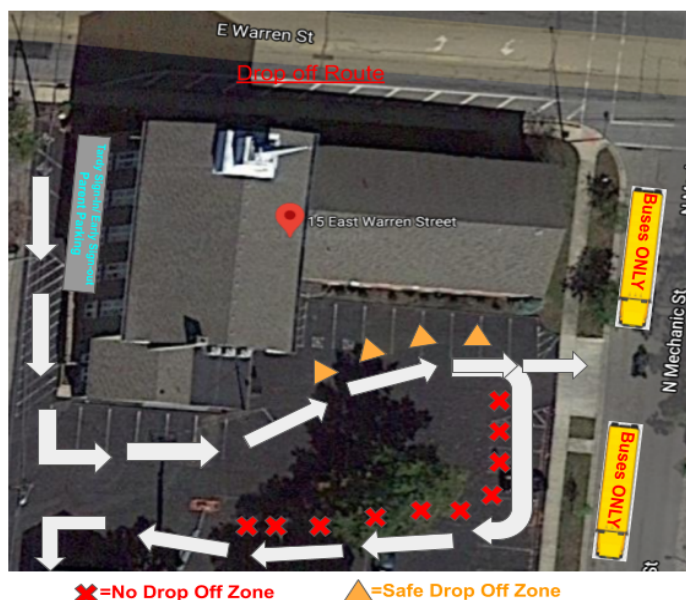
If you have entered the parking lot and your student is not ready to exit, circle around the island and re enter into the safe drop zone when they are ready to exit the vehicle.

Late Drop off Procedure: After 7:30 am

Doors lock at 7:30 am. Parents, park on the side of the building facing 53rd Bank and **walk your student to the FRONT DOOR off Warren St. and sign them in.** Student will receive an excused tardy slip from front desk before heading to class.

Pick up Procedure: 2:15pm.-2:30pm.

Enter the parking lot off E.Warren Street and park. Wait in your car until the busses have left and at that time your student(s) will be dismissed to your car.



- **Countryside Campus**

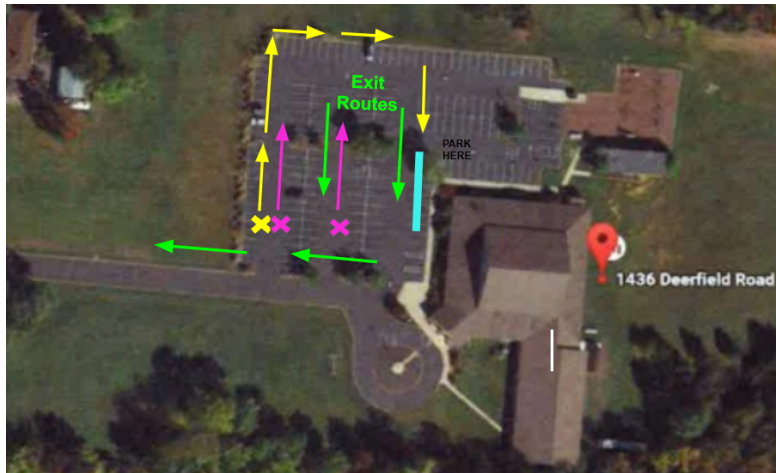
Doors Open at 8:25 am

School Starts at 8:50 am

School ends at 3:25pm

Doors automatically unlock at 8:25am. Please either use the carline, or walk your student to the Front Office Doors to their classroom.

The circle by the Church doors are for buses only.



The doors automatically lock at 8:50am. If you arrive after 8:50am, you are required to bring your child to the school office and sign them in.

Students are expected to be in their seats and ready to go or else they will be considered tardy. Please explain to your student that if they need to use the restroom, they need to do it as soon as they get to school to ensure that they are not stuck in the halls at 8:50am.

What are the procedures for morning drop off and afternoon pick up?

- Morning Drop Off: You can drop off your student using the carline (look for the cones on the side of the building), or by walking your student to their classroom. When using the carline we will greet students arriving at the main church entrance.
- Afternoon Pick Up: Please pick up your child from their teacher's classroom. Enter the building either by going through the Recess Doors or Front Office Doors.

Are the drinking fountains working this year?

Yes, we require water bottles to be brought to school. There is a water refill station for the children to refill their water throughout the day.

May I come to Chapel with my kids?

Yes!! Chapel is on Wednesday at 8am at Warren St. and 9am at Countryside. Chapel dress is required for students (refer to your Parent/Student Handbook for dress code).

If you plan on joining us for Chapel, there will be a sign in sheet in the lobby of the church. You will be required to sign in as a visitor.

What if my student forgets his/her lunch?

Hot Plate lunches are ordered and paid for 1 month in advance. If your child forgets his/her lunch, we will reach out to you and ask if you or someone else is able to bring lunch for your child. We will provide the student with lunch, in the case no one is able to bring one. A charge of \$3.75 will be invoiced to your FACTS account.

Countryside & Warren St. You can send \$.75 with your child to:

- Purchase Milk the same day for \$.75 (milk does not need to be ordered in advance)
- Purchase ice cream on Friday for \$.75

Can I have lunch with my child?

Yes! All you have to do is stop by the office to sign in as a visitor. You will find out what time your child goes to lunch at your student's orientation.

Where do I enter the building if I am Volunteering/Visiting?

If you are entering the building for any reason (even to drop off an item to your child's classroom) between 8:50 am and 3:25 pm, you must enter the school main entrance, stop by the office to sign in, and get a visitor badge. Please stop by the office to sign out when you leave the building. We appreciate you helping us to keep our building safe and secure.

I would like to Volunteer, how do I get involved?

We send out various opportunities in our school newsletter and teachers will also communicate their needs.

When volunteering in the classroom, you must stop by the office to sign in and get a visitor badge. Please sign out when you leave the building.

You can also earn Volunteer Hours for attending the Monthly PTF meetings and getting involved with planning events! Email PTF@lebanonchristianschool.org with any questions.

****20 hours of volunteering are required, per family, per year****

Transportation Changes

If you need to change transportation arrangements for the end of the day, email your teacher and cc, or call the office by:

1:30 Warren St.

2:30 Countryside

We can not guarantee any requests after these times will be honored.

Note: if you email your teacher transportation changes, please be sure to CC the office at office@lebanonchristianschool.org just in case there is a sub that day

When do we find out the bus schedule for our child?

As long as you have done the necessary sign up through your local school district, you will be receiving information as seen below:

Lebanon City Schools available to view online August [Click Here](#) for the website.
Your child's ID number is DOB (month, date,year), then student initials

Example:

Name: John Doe

Birthdate: 01/02/2012

ID would be: 01022012JD

Little Miami Information will be received in the mail (513-899-2941)

Lakota no bus service (call the transportation department for reimbursement)

Kings-no bus service (call the transportation department for reimbursement)

Mason-no bus service

Waynesville-no bus service (call the transportation department for reimbursement)

Springboro-contact the transportation department (937-748-4462)

Hopefully this helps answer your questions. If you have any other questions or concerns, please contact us 513-932-5590 or office@lebanonchristianschool.org or stop by and see us!

See you on August 16th!!

For more of our schools policies and rules, please refer to the [Parent/Student Handbook](#)

