

Ringgold Elementary School South  
Frequently Asked Questions

| Questions   | Answer  | Contact/Information |
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| What time does the school day start?                    | <ul style="list-style-type: none"> <li>• RESS doors will open at 8:30 and close at 8:50 a.m.</li> <li>• Any students arriving after 8:50 a.m. will be considered tardy.</li> <li>• Students must be in their homeroom by 8:50 a.m.</li> <li>• If you are planning on driving your child to school, be sure to allow enough time for your child to be seated in their homeroom at 8:50 a.m.</li> </ul> |                     |
| What is the earliest time that I can drop off my child? | Students can be dropped off at 8:30 a.m.  |                     |
| Car rider information                                   | <p>Car riders will enter the building via the Kindergarten doors and front entrance vestibule. Families can drop off students starting at 8:30 a.m. You will enter campus via Penn Ave.</p> <p>For pick-up drivers may enter campus at via Penn Ave. Cars will park in any open parking spot. Parents/guardians will walk to the Activity Center entrance to meet up with their children.</p>         |                     |
| What time does the day end?                             | Student dismissal begins at 3:20 p.m.   |                     |
| How do I report that my child will be absent today?     | Email <a href="mailto:ressattendance@ringgold.org">ressattendance@ringgold.org</a> with your excuse. Please include your child's name and homeroom teacher. You must send this excuse within three days of their return.  | Mrs. Tracy Hutton   |

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| Why are letters/notifications sent to me about my child's attendance?                 | Letters are sent in compliance with the compulsory attendance laws for the Commonwealth of Pennsylvania.   | Student Handbook<br>District truancy officers |
| What is the daily schedule for my child?  | You can find the daily schedule here:<br><a href="http://ringgold.org">Welcome to RESS / RESS Daily Schedule (ringgold.org)</a>  |   |
| What must my child do if they arrive at school late?                                  | Students that arrive late to school must submit a note upon arriving to school.  |   |
| What if my child has to leave school early?   | Students needing to leave school early for an appointment should provide a note to the office.<br><br>If an emergency arises, please call the school to prepare your child for their early dismissal.  |   |
| I want to take my child on an educational trip on a school day or days, what do I do? | There are many holidays and days off during the academic school year. Please plan your trips/vacations so they occur during those times. Should you still need to take your child out of school due to a trip, preapproval for excused absences is needed from the Principal. Pre-approval should be completed at least 10-days prior to the dates of the trip.<br><br>Paperwork for pre-approval of an educational trip can be found in the student handbook. |   |
| My child forgot something at home, can I drop it off?                                 | Forgotten items can be dropped off during school hours to our vestibule.   |   |

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|   | <p>Be sure to clearly label all items with your child's name.</p> <p>We will contact your child and ensure they have the materials as soon as time allows.</p>  |  |
| Transportation  |   |  |
| Change in transportation- how do I notify the school if there is a change in transportation for my child? | If you need to change your child's transportation from bus rider to car rider, please contact the school via phone.   |  |
| Is my child permitted to ride the bus home with a friend?   | NO, students are NOT permitted to ride home with friends or family members. Students are only permitted to ride the bus which is assigned to them.  |  |
| Processes and Procedures  |   |  |
| What is the cost of breakfast and lunch?  | Breakfast and lunch are both FREE for all of our students and can be ordered daily with their homeroom teachers.  |  |
| I need to change the information (phone number, emergency contact) which is listed on my student records. | <p>If you need to change emergency contact information or add additional contacts, please contact Mrs. Mathews.</p> <p>Proof of residency must be provided to the district to show change of address.</p> <p>If there are any changes in legal custody, all documentation can be sent to Ms. Jen Caulkett</p> |  |
| How do I schedule a meeting with my child's teachers?   | If you need to meet with teachers, please contact teachers via phone,   |  |

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|   | email or dojo/remind. You can also reach out to the school counselors.   |  |
| How can I speak with my child's counselor?  | You can email or call Mrs. Ference <a href="mailto:trefence@ringgold.org">trefence@ringgold.org</a> or 724-258-8454. |  |
| Where can I find information about district policies?                                     | District policies can be found on <a href="http://www.ringgold.org">www.ringgold.org</a> under school board.         |  |
| Where can I find more information about the student handbook and behavioral expectations? | The student handbook can be accessed here: <a href="#">Welcome to RESS / Student Handbook (ringgold.org)</a>         |  |

All other questions, should be directed to Ringgold Elementary School South at 724-258-8454.