



**BACK TO SCHOOL BASICS
LOWER SCHOOL
2017-2018**

- **New Family Orientation**
 - **Wednesday, August 16th – 6:00pm-7:00pm**

We encourage all new parents and new students to attend this event. Please park in the Lower School parking lot when you arrive, and we will direct you to the appropriate classroom.
- **First Week of School Schedule for First Graders**
 - **Tuesday, August 22nd – The first day of school**
 - **It will be a half-day for first graders.** First grade students will be dismissed from the Lower School carpool loop at 11:30am (no lunch will be served to first graders).
 - All students are expected to wear their regular school uniform. (no PE uniforms).
 - Please park in the Lower School parking lot (or other designated areas; not in LS carpool loop or on Albemarle Road) and walk your child in to meet his/her teacher between 7:30am and 8:15am (we will begin class at 8:15am).
 - Parents will receive important papers from the classroom teacher between 7:30am and 8:15am including the “official” name sign that is necessary for afternoon carpool.
 - **August 23rd, 24th, and 25th**
 - **First graders will come to school for half days from 7:30am to 11:30am on August 23rd, 24th, and 25th.** All first graders will be dismissed from the Lower School carpool loop at 11:30am (no lunch will be served to first graders).
- **First Day of School Schedule for Second through Fourth Graders**
 - **Tuesday, August 22nd**
 - **It will be a full day of school for grades two through four with dismissal at 2:55pm from the Lower School carpool loop.** There will be Upper School carpool and Extended Day for grades two through four.
 - Please park in the Lower School parking lot (or other designated areas; not in LS carpool loop or on Albemarle Road) and walk your child in to meet his/her teacher between 7:30am and 8:15am (we will begin class at 8:15am).
 - All students are expected to wear their regular school uniform. (no PE uniforms)
 - Parents will receive important papers from the classroom teacher between 7:30am and 8:15am including the “official” name sign that is necessary for afternoon carpool.
- **Lower School Parents Night is Wednesday, August 30th, 6:30 p.m. - 8:00 p.m.**
 - The program will begin in Gwynette Auditorium prior to classroom visits.
- **Lunch**
 - While parents are welcome to join their children for lunch throughout the school year, **we request that parents do not come for lunch until the week of September 4th.** Children need time to get acclimated to the procedures and expectations during this time.
 - Please note: When coming to campus for lunch, all parents need to check in at the Lower School office and pay the \$5.00 fee.
- **Carpool**
 - **Morning Drop-off** - Students can be dropped off at school in the mornings as early as 7:30am. Homeroom begins at 7:50am. Students arriving after 7:50am are considered tardy and must sign in with the receptionist in the Lower School office.
 - **We encourage all students to arrive on campus no later than 7:45am** to allow them time to unpack and prepare for their day.
 - **Afternoon Pick-up** – Lower School carpool begins at 2:55pm. Students who have not been picked up by 3:10pm will be taken to Extended Day.

- **Calendar**
 - In our ongoing effort to minimize absences, please use the calendar on the Porter-Gaud website as you plan family trips and vacations.
- **Chapel**
 - Chapel will be held every Wednesday beginning on August 30th from 12:00 p.m.-12:25 p.m.
 - We invite parents to attend our weekly Chapel services.
 - Please note: Lower School students are no longer required to wear Chapel/dress uniforms. Students should wear a regular uniform or a PE uniform if they have PE on Wednesdays.
- **Homeroom Assignments**
 - All students should receive a letter from their homeroom teacher between August 10th and 14th.
- **Uniforms and Dress Code**
 - Uniform guidelines can be found on the Porter-Gaud website under the “I am a Current Parent” tab. Once you are in the Parent Portal, click on the “Important Files” tab.
 - All uniform items should be purchased online at Land’s End School by visiting www.landsend.com/school using school code: 900138413
 - All uniform items previously purchased from Educational Outfitters or T&T Sportsman Shop is acceptable.
 - We will also have a used uniform sale at school on Thursday, August 3rd from 8:00am-11:00am in the cafeteria.
 - We will be collecting gently used uniforms all summer (collection boxes can be found in the front offices of each division). We ask that all uniforms are washed and folded neatly before they are donated.
 - All items are sold at a highly discounted price, and the money raised from the sale supports the Porter-Gaud community service program.
- **Extended Day**
 - The Extended Day program is offered to students in grades 1-4. If interested, please visit [Extended Day](#) on the Porter Gaud website.
 - If you have any questions about Extended Day, please contact Corey Colman at 843-402-4679 or ccolman@portergaud.edu.
- **Health Information**
 - You should have received an email from www.SchoolDoc.com inviting you to create a health profile for your child. Please make sure you have completed this profile by August 1. If you have not received this email, please email our school nurse, Anna Smith, at nurse@portergaud.edu.
 - South Carolina Department of Health and Environmental Control (DHEC) requires that all students have an official SC Immunization form on file.
 - Returning students do not need to provide new forms unless there are updated immunizations.
 - New students need to provide new forms. Schools do not routinely send these with transcripts, so you will need to provide a copy.
 - **Please provide the School with a copy of this immunization form by August 1st.**
- **School Supplies**
 - The school will provide necessary supplies to all students in the Lower School.
 - The school will supply iPads to all students in grades 1-4.