



# Pine Grove Elementary

*"Building the bridge from foundation to innovation!"*

March 29, 2018

Dear Parents,

With springtime weather around the corner, please read the following safety procedures, which include our lightning dismissal procedures and other important safety reminders.

## Lightning dismissal - Red Flag Dismissal:

Douglas County School District encourages individual schools to use the Weather Bug app to monitor severe weather. Pine Grove follows the District guidelines that state if lightning is within a 6-mile radius from our building at dismissal, we are to hold students in their classrooms until an adult listed as an emergency contact either picks them up or until the lightning has passed. When a red flag day is called, we make an announcement, post it on the marquee, raise red flags outside and send a text and email to parents. Often times, we call a red flag dismissal right at 3:15, so texts and emails are sent as soon after dismissal as possible. Make sure and check Parent Portal to ensure you are signed up and subscribed to receive texts. **DCSD has made an important change to Lightning dismissal protocol: HS students under the age of 18 will no longer be able to pick up younger siblings from a building during inclement weather.**

## How do I update my emergency contact information?

Log into the Infinite Campus Parent Portal ([campus.dcsdk12.org/icprod/portal/icprod.jsp](https://campus.dcsdk12.org/icprod/portal/icprod.jsp)) and click on "Contact Preferences" in the left-hand column. If you see an incorrect phone number or email, please contact our main office. You must confirm you have opted-in to text messaging for emergency and/or school notifications via Infinite Campus by sending a text message to the following:

- **Emergency** text notification: Send text to 68453 with the message "YES"
- **Standard/School** text notification: Send text to 67587 with the message "YES"

## Sign In and Sign Out:

During the school day, all exterior doors are locked. Please remember that all parents and visitors must enter and exit the building using the main entrance and sign-in and sign-out at the office and receive a visitor sticker. Volunteers sign in at the Volunteer table near the front office and will receive a badge to wear. Please do not enter the building through any other door. This includes in the morning during arrival.

Teachers are always happy to discuss your student. If you need to speak with your student's teacher, please make an appointment with them in advance through email. To honor teacher's planning and instructional time, we ask that you do not pop into the classroom before, during, or after school to discuss your student.

## Dogs on School Property:

According to Douglas County School District policy, no dogs are allowed on school property. This policy is to protect you and our students. Some of our students are fearful of dogs and all animals can have unpredictable behavior at any time, no matter how friendly your dog is. You may accompany your child to school with your family dog however the dog needs to remain on the sidewalks bordering Pine Grove's property. Thank you in advance for this consideration.

## Drop Off and Pick Up Reminders:

We are considered a walk-in school, which means we have no busses, however many parents also drive their children to school. Please help us ensure all 560 students arrive safely by following our pick up and drop off procedures.

- In the morning between 8:00-8:30 and the afternoon between 3:00 and 3:30, the main parking lot is closed for pick up and drop off. This lot is reserved for staff parking and vehicles with an authorized pass.
- Please follow all traffic signs and do not park in "No Parking" zones. Please make sure you are pulled into a parking spot and refrain from dropping students off along Stonegate Parkway. Please, no U-Turns in the middle of Stonegate!
- Parents may continue to use the loop on Keystone Blvd. to drop off/pick up students. Please do not use this loop as a parking lot! We ask that you don't leave your vehicle and only use this lot as a quick pull in/pull out area.
- We have crossing guards at the school parking lot crosswalk and the 4-way stop at Keystone and Stonegate. Please help us model safe behavior by only using the crosswalks to cross the street and waiting to cross until you have been directed by the crossing guard.
- Please respect our neighbors when parking on the neighborhood streets and do not block driveways.

Thank you for your continued cooperation and support!

Kelly

Kelly Coonts  
Principal, Pine Grove Elementary

[PGE Website](#)

[Chaparral Family Video](#)

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