

**Oak Hill Elementary School**  
**6243 Highway 212**  
**Covington, GA 30016**  
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Dr. Brenda Gammans, Principal

Tara Lynn, Asst. Principal

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August 6, 2010

Dear Parents and Guardians,

Welcome back to school! Our staff is looking forward to working with you and your child. Please be sure to read your child's agenda. The agenda has lots of important information. The purpose of this letter is to give you some information and reminders.

1. Oak Hill Elementary made AYP, (Adequate Yearly Progress). If you would like more information, please go to our website or the NCSS website.
2. Many bus routes have changed. For more information, visit the Newton County Schools website at [www.newtoncountyschools.org](http://www.newtoncountyschools.org). Once on that site, look on the right hand side for the bus routes box.
3. Please visit our school website often. It contains links to e-learn, e-books, a school calendar, and various other information. Our address is [www.newtoncountyschools.org/oakhill](http://www.newtoncountyschools.org/oakhill).
4. **Children should not be dropped off before 7:15 a.m.** We do not have the personnel to supervise children dropped off before 7:15. All children arriving to school after 7:15 will report to either their classroom or to the cafeteria to get breakfast. Also, for safety reasons, **student check-outs after 2:00 p.m. are not permitted.** To check out a student, the person must report to the office, have ID, and be listed on the child's information card as having permission to check out the child.
5. **Students are late if they are not in their classroom at 8:00.** If your child is a morning car rider, please make sure that you leave your home so that your child will have time to exit the car and walk into their classroom. Please note that car rider traffic is at its worst between 7:40 and 8:00.
6. The Newton County Fire Marshall has asked us to remind you not to park in the fire lane. (It is the entire length of the front of the building.)
7. **Students that are car riders in the afternoon are required to have the new car rider ID tag.** If you do not have the new car rider tag, you must come to the office and get one. Afternoon car riders will not be released using the old tags.
8. In order to speed up the car rider line in the morning, please have your door unlocked and your child ready to exit the car. Staff members will be present to direct and supervise students as they enter the building. **Car riders should not be dropped off at the side doors or the rear doors.** We do not have staff there to supervise your child.
9. Just a reminder - all parents and non-school personnel must enter and leave the building from the main entrance and must go to the office, sign-in, and receive a visitor's badge. When leaving the building, they must come back to the office, return the badge, and sign-out.
10. In order to promote self confidence and independence, beginning Monday, August 23<sup>rd</sup>, parents do not need to walk their child to class. We will have staff available for students that need assistance.
11. **If you need to change the way your child goes home, please send a signed and dated note with a phone number for verification.** We are unable to make transportation changes over the phone.
12. We have one parent opening for school council. If you are interested in running for it, please contact me by August 20. Our first school council meeting is 7:30 a.m., August 20<sup>th</sup> in the media center.
13. Each Friday of August we will be selling OHES tee-shirts in the lobby from 7:30-8:00. Each Friday we want to promote OHE school spirit by wearing school shirts and/or school colors (red and black).
14. Curriculum Night is August 20<sup>th</sup> at 6:30. There will be a PTO meeting and Title I Orientation.

If I can assist you in any way, please contact me. On behalf of the faculty and staff of Oak Hill Elementary School, thank you for the opportunity to educate your child.

Sincerely,

Brenda Gammans, Ph.D.  
Principal