

ROUTINE BEFORE SCHOOL:

<p>Before School Routine</p>	<p><u>Please note the following information:</u></p> <ul style="list-style-type: none">• The official starting time for the commencement of the school day is 8.45 a.m.• Exception to the official starting time may occur when children attend extra-curricular activities and lessons (e.g. instrumental music lessons, choir rehearsals or staff supervised sports training or activities).• The designated Student Waiting Area is the Assembly Hall.• All students who arrive before the official starting time of 8.45 a.m. are to proceed directly to the Assembly Hall.• The Assembly Hall is the central facility on the school grounds and, in the event of an emergency or lockdown situation, can become a secure area. There are also toilets facilities contained within, which students are able to access with teacher permission. <p><u>Procedure:</u></p> <ol style="list-style-type: none">1) ALL students who arrive before the official starting time of 8.45 are to proceed (with their bags) directly to the Assembly Hall where they sit in class lines. (Note)- Prep children (who have attended the YMCA), or who have siblings in other year levels, wait as a group near single door entrance, adjacent to Sarara’s Wall of Awesome. At 8.45, they are taken by an aide across the oval to their designated Prep class. Prep children, who do not have siblings in Years 1-7, and who are accompanied by parents, may wait outside the front undercover entrance of the Prep Buildings in Viscount Street.2) When seated in class lines in the Assembly Hall, children are able to access reading materials or bring a book of their own.3) If students are accompanied by their parents, they are required to proceed to the Assembly Hall area. There are no requirements for parents to stay once children are seated in class lines in the Hall.4) If students have mobile phones to be logged in at the Administration office, they are to do so upon arrival and then proceed immediately to the Hall.5) If students have Tuckshop Orders, and are accompanied by parents, they are to lodge these with the Tuckshop which opens at 8.30 on Wednesday, Thursday and Friday mornings. If students are not accompanied by parents and have a Tuckshop Order, they are to place these when their class is collected by their teacher.
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